

**AGENDA**  
**BOARD OF CONTROL**

***Mayor's Conference Room***  
***Monday, January 2, 2018 2:30 PM***

<b>Action</b>	<b>Description</b>	<b>Reference No.</b>
1. Award – Prisoner Medical Svs		BC-18-001
2. Renew – Professional Medical Svs Contract – Jail		BC-18-002
3. Award – Purchase of Sodium Aluminate (38%)		BC-18-003
4. Award – Purchase of Concrete Supplies		BC-18-004
5. Award - Sand & Aggregate Supplies		BC-18-005
6. Award – Asphalt Materials & Services		BC-18-006
7. Award – Rehab of Single-Family Home at 1477 St. Charles		BC-18-007
8. Award – Rehab of Single-Family Home at 1476 Belle		BC-18-008
9. Award – CitizenServe Case Management Software – Bldg Dept		BC-18-009
10. Award – Professional Svs Contract – Re: EPA Minimum Control Measures		BC-18-010
11. Award – Kauffman Park Bleacher Replacement Project		BC-18-011
12. Award – Uniforms for Public Work Employees		BC-18-012
13. Award – Desktop Delivery of Office/Computer Supplies		BC-18-013
14. Award – Purchase & Delivery of Janitorial Supplies		BC-18-014

**Next Board of Control Meeting**  
**Tuesday, Jan. 16, 2018**  
**2:30 PM**

Mayor  
Finance Director  
Law Director  
Public Works Director



12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-001

January 2, 2018

Board of Control  
City of Lakewood, Ohio 44107

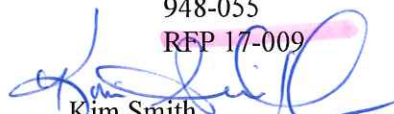
**Subject: Award Contract – Prisoner Medical Services**

Dear Members of the Board:

Based on a review conducted by the Division of Purchasing in conjunction with the Department of Public Safety – Division of Police, and the attached letter of recommendation, I am submitting for your consideration this request to award a requirement contract with First Choice Medical Staffing in an amount not to exceed \$30,000 to provide prisoner medical services as outlined in RFP No. 17-009. The service provides for the medical care of prisoners detained in the Lakewood City Jail. Initial contract effective January 1, 2018 through December 31, 2018 and includes (2) additional one-year renewal options.

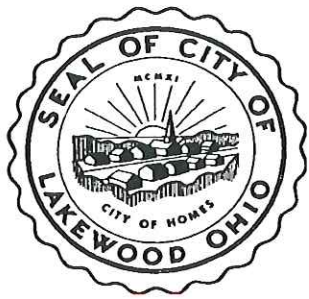
First Choice Medical Staffing submitted the sole response for the services outlined in the Request for Proposal.

Contracting Authority:	Ordinance 43-17 \$50,000
Contracting Balance:	\$50,000 / \$20,000
Funding:	General Fund
Account Distribution:	101-2030-441-30-06 \$
Account Balance:	\$ / \$
Contract Approved by Law:	Yes ____ / No ____ / PO ____ / C/C ____
Object Code:	Human Related Services - Medical
Commodity Code:	948-055
Bid Reference:	RFP 17-009

  
Kim Smith  
Purchasing Manager

	Approved	Disapproved	Date
Joseph J. Beno PE, Director of Public Works	_____	_____	_____
Kevin M. Butler, Director of Law	_____	_____	_____
Jennifer Pae, Director of Finance	_____	_____	_____
Michael P. Summers, Mayor	_____	_____	_____





12650 Detroit Avenue • 44107  
Timothy J. Malley Chief of Police

Division of Police  
216-529-6751  
FAX 216-521-7727  
[www.onelakewood.com](http://www.onelakewood.com)  
[police@lakewoodoh.net](mailto:police@lakewoodoh.net)


September 12, 2017

City of Lakewood, Ohio  
12650 Detroit Avenue  
Lakewood, OH. 44102

Dear Board of Control Members,

Please accept this letter as my favorable recommendation that the contract for First Choice Medical Staffing Inc. be renewed. This company has provided the Lakewood Police Department Jail with nursing services for the care and support of inmates within the jail.

The relationship and services provided have been very good and I request that it be continued.

Yours truly,  
  
Gary D. Stone  
Administrative Captain  
Jail Administrator



## **Prisoner Medical Services**

**RFP NO 17-009**

### **Fee Schedule**

#### **Attachment 1**

#### 3 day work week

3 days \* 2 hours/day at \$42.50/hour = \$255/week

#### 5 day work week

5 days\*2 hours/day at \$42.50/hour = \$425/week

All hours that exceed the 2 hour/day will be charged the same rate of \$42.50/each hour.



2. Individual Only: Affiant further states that the following is a complete and accurate list of the names and addresses of all persons interested in the contract for which the bid is being filed:

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Affiant further states that the following attorneys represent Affiant:

Partnership Only: Affiant further states that the following is a complete and accurate list of the names and addresses of the members of the partnership:

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Affiant further states that the following attorneys represent the partnership:

3. Corporation Only: Affiant further states that the following is a complete accurate list of the officers, directors and attorneys of the corporation:

President - Charles D. Slone

Vice President - N/A

Secretary - Charles D. Slone

Treasurer - Charles D. Slone

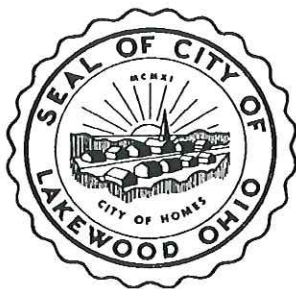
Attorneys - David Moore

Directors - Charles D. Slone

and that the following officers are dully authorized to execute contracts on behalf of the corporation:

Charles D. Slone

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12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-002

January 2, 2018

Board of Control  
City of Lakewood, Ohio 44107

**Subject: Renew Contract – Professional Medical Services Contract – Lakewood Police Jail**

Dear Members of the Committee:

Based on a review conducted by the Division of Purchasing, in conjunction with the Department of Public Safety; Division of Police, and the attached letter of recommendation, I am submitting for your consideration this request to renew a Professional Service Contract with Dr. Arnold J. Feltoon, MD in an amount not to exceed \$10,000 to provide medical services in the Lakewood City Jail as required by the State Jail Standard for Fiscal Year 2018.

Dr. Feltoon was chosen to perform these professional medical services based on his response to a quote issued for the Services.

Contracting Authority:	Ordinance 43-17 \$50,000
Contracting Balance:	\$20,000 / \$10,000
Funding:	General Fund
Account Distribution:	101-2030-441-30-06 \$
Account Balance:	\$ / \$
Contract Approved by Law:	Yes ____ / No ____ / PO ____ / C/C ____
Account Description	Professional Service / Other
Commodity Code:	948-055
Bid Reference:	Professional Services

Kim Smith  
Purchasing Manager

	<u>Approved</u>	<u>Disapproved</u>	<u>Date</u>
Joseph J. Beno PE, Director of Public Works	_____	_____	_____
Kevin M. Butler, Director of Law	_____	_____	_____
Jennifer Pae, Director of Finance	_____	_____	_____
Michael P. Summers, Mayor	_____	_____	_____





12650 Detroit Avenue • 44107  
Timothy J. Malley Chief of Police

Division of Police  
216-529-6751  
FAX 216-521-7727  
[www.onelakewood.com](http://www.onelakewood.com)  
[police@lakewoodoh.net](mailto:police@lakewoodoh.net)

December 11, 2017

City Of Lakewood  
12650 Detroit Avenue  
Lakewood, Ohio 44107

The purpose of this letter is to recommend the services of Arnold Feltoon MD who currently provides medical control for the Lakewood City Jail. Dr. Feltoon is a licensed physician in the state of Ohio and his practice is emergency medicine. The police department currently has a signed agreement with Dr. Feltoon and I am recommending that the agreement be continued through the calendar year 2018.

Dr. Feltoon provides medical control and is available for consultation regarding inmate health issues, jail policy and procedure, medical and prescription drug requests, and various other medical services. He is available twenty four hours a day by telephone.

The Ohio Jail Standards require jails to have a physician advisor and he has acted in that capacity assisting with the review of annual inspections required by the state.

I respectfully request that this agreement be continued for the coming year.

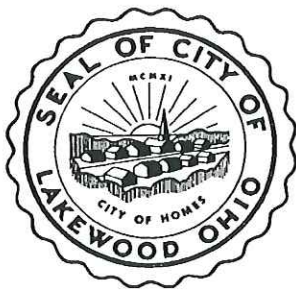
Yours truly,

  
Gary D. Stone

Administrative Captain







12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-003

January 2, 2018

Board of Control  
City of Lakewood, Ohio 44107

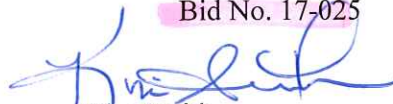
**Subject: Award Contract – WWTP Chemicals – Sodium Aluminate**

Dear Members of the Board:

Based on a review conducted by the Division of Purchasing in conjunction with the Department of Public Works; Division of Waste Water Treatment Plant, and the attached letter of recommendation, I am submitting for your consideration this request to award a requirement contract with **USALCO** in an amount not to **exceed \$125,000** to provide **Sodium Aluminate** to the City of Lakewood as described in Bid No. 17-025. Initial contract effective January 1, 2018 through December 31, 2018, and includes (2) additional one-year renewal options.

USALCO submitted the **sole response** for Aluminum Sulfate (38%).

Contracting Authority:	Ordinance 43-17 \$125,000
Contracting Balance:	\$125,000 / \$0
Funding:	Enterprise Fund (WWTP)
Account Distribution:	511-3072-432-42-01 \$
Account Balance:	\$ / \$
Object Code:	Operating Supplies – Chemicals
Contract Approved by Law:	Yes _____ / No _____ / PO _____ / C/C _____
Commodity Code:	885-077
Bid Reference:	<b>Bid No. 17-025</b>

  
Kim Smith  
Purchasing Manager

	<u>Approved</u>	<u>Disapproved</u>	<u>Date</u>
Joseph J. Beno PE, Director of Public Works	_____	_____	_____
Kevin M. Butler, Director of Law	_____	_____	_____
Jennifer Pae, Director of Finance	_____	_____	_____
Michael P. Summers, Mayor	_____	_____	_____



# Memo

To: Kim Smith, Finance  
From: William Crute, WWTP  
Date: December 11, 2017



**RE: BID 17-025 PURCHASE of SODIUM ALUMINATE 38%**

I have reviewed the bids received for the Purchase of Sodium Aluminate 38%. Sodium Aluminate is used for the removal of Phosphorus from the WWTP waste stream as required by the City's National Pollutant Discharge Elimination System (NPDES) permit. There was one (1) bid received for the purchase of Sodium Aluminate 38%. Listed below is a summary of that bid.

**USALCO**

USALCO is a manufacturer of liquid Sodium Aluminate used in the water and wastewater industries. Their product can be referred to as a virgin product since it is manufactured using specific ingredients and formulation. The City has had a contract to purchase Sodium Aluminate 38% from USALCO for the past 9 years. The price submitted by USALCO is adjustable on a quarterly basis as required in the bid specifications. I have used the cost for the last three (3) quarters of 2017 along with the price supplied for the first quarter of 2018 to estimate the overall cost in 2018.

***Budget Calculation 2018 – (14 loads x 22.5 tons/load x \$376.54/ton) = \$118,610.10***

Based on the information outlined above it is my recommendation that a purchasing contract be awarded to USALCO.



BID NO. 17-025

**CITY OF LAKEWOOD, OHIO**  
**PURCHASE OF SODIUM ALUMINATE (38%)**

Bid Opening: Dec 4 2017  
 10:00 AM

Bidder	Price per Wet Ton	Substitutions	B/B	Check	NCA
1) USALCO	\$ 386.90		✓		✓
	Mfg: USALCO				
	1st quarter; Jan 1, 2018 - March 29, 2018				
Delivery Time (if greater than 48 hrs)					
2) GEO SPECIALTY CHEM.	\$ NO BID				
	Mfg:				
	1st quarter; Jan 1, 2015 - March 29, 2015				
Delivery Time (if greater than 48 hrs)					
3) KEMIRA	\$ NO BID				
	Mfg:				
	1st quarter; Jan 1, 2015 - March 29, 2015				
Delivery Time (if greater than 48 hrs)					

**CONTRACT YEAR EFFECTIVE:** Jan 1, 2018 through Dec 31, 2018  
 includes (2) additional one-year renewal options

Affiant further states that the following attorneys represent Affiant:

Partnership Only: Affiant further states that the following is a complete and accurate list of the names and addresses of the members of the partnership:

L. David Askew, Jr., - President	Salt Lake, UT
Peter H. Askew - Vice President	Baltimore, MD

Affiant further states that the following attorneys represent the partnership:

3. Corporation Only: Affiant further states that the following is a complete accurate list of the **officers**, directors and attorneys of the corporation:

President -	Vice President -
Secretary -	Treasurer -
Attorneys -	Directors -

and, that the following officers are dully authorized to execute contracts on behalf of the corporation:

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12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-004

January 2, 2018

Board of Control  
City of Lakewood, Ohio 44107

**Subject: Award Contract – Purchase Concrete Supplies**

Dear Members of the Board:

Based on a review conducted by the Division of Purchasing in conjunction with the Department of Public Works - Division of Streets, and the attached letter of recommendation, I am submitting for your consideration this request to award a requirement contract with Shelly Materials dba Medina Supply in an amount not to exceed \$50,000 to provide concrete supplies as required by the City. Initial contract effective January 1, 2018 through December 31, 2018 and includes (2) additional one-year renewal options.

Shelly Materials dba Medina Supply submitted the sole response for the provision of Concrete Supplies as outlined in Bid No. 17-022.

Contracting Authority:	Ordinance 43-17 \$50,000
Contracting Balance:	\$50,000 / \$0.00
Funding:	SCMR & Enterprise Funds
Account Distribution:	211-3030-435-46-09 \$
	501-3062-431-46-09 \$
	510-3070-431-46-09 \$
Account Balance:	\$ / \$
Contract Approved by Law:	Yes _____ / No _____ / PO _____ / C/C _____
Object Code:	Repair and Maint Supplies / Street
Commodity Code:	750-035
Bid Reference:	Bid No. 17-022

Kim Smith  
Purchasing Manager

	<u>Approved</u>	<u>Disapproved</u>	<u>Date</u>
Joseph J. Beno PE, Director of Public Works	_____	_____	_____
Kevin M. Butler, Director of Law	_____	_____	_____
Jenn Pae, Director of Finance	_____	_____	_____
Michael P. Summers, Mayor	_____	_____	_____



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# MEMORANDUM

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**DATE:** December 5, 2017  
**TO:** Kim Smith, Purchasing  
**FROM:** Chris Perry – Division Manager, Streets and Forestry  
**RE:** Medina Supply Concrete Contract – Bid # 17-022  
**CC:** Joe Beno, Director, Department of Public Works

This is a letter of recommendation to award the contract bid to The Shelly Materials, DBA Medina Supply – Bid # 17-022 – to provide and deliver concrete material as set forth in the bid form items and costs; not to exceed \$50,000 Funds are available in the following accounts:

211-3030-435-46-09 Streets  
501-3062-431-46-09 Water  
510-3070-461-46-09 Sewers

The concrete is used for utility repairs and other improvement/infrastructure projects throughout the city.

Respectfully,

Chris Perry  
Streets and Forestry Division Manager, Arborist  
City of Lakewood



CITY OF LAKEWOOD, OHIO  
PURCHASE OF CONCRETE

Bid Opening: Dec 1, 2017  
10:00 AM

Bidder	Items	Unit Cost		Total Cost	Renewals	Check	B/B	NCA
1) <i>MEDINA Supply</i>  <i>The Shelly materials dba Medina Supply</i>	1) Ready Mix 1-2-3 Mix (6.0 sack)	\$ 111.00 /cubic yard	x 20 cubic yards =	\$ 2,220.00	1st Year: +5%		✓	✓
	2) Ready Mix 1-2-3.5 (6.5 sack)	\$ 114.00 /cubic yard	x 20 cubic yards =	\$ 2,280.00	2nd Year: +10%			
	3) Ready Mix - Class MS (Mod Set)	\$ 126.00 /cubic yard	x 100 cubic yards =	\$ 12,600.00				
	4) Flowable Fill (LSM-100)	\$ 88.00 /cubic yard	x 50 cubic yards =	\$ 4,400.00				
	5) Flowable Fill (LSM-50)	\$ 86.00 /cubic yard	x 100 cubic yards =	\$ 8,600.00				
	6) Plasticizer	\$ 16.00 /gallon	xxx	xxx				
	7) Added Cost for Fiber Mesh	\$ 12.00 /cubic yard	xxx	xxx				
	8) Added Costs for Loads below Min.	xxx	xxx	xxx				
	8a) 1 to 1-3/4 Yard Load	\$ 120.00 /load	xxx	xxx				
	8b) 2 to 3-3/4 Yard Load	\$ 95.00 /load	xxx	xxx				
	8c) 4 to 6-3/4 Yard Load	\$ 70.00 /load	xxx	xxx				
	8d) 7 to 7-3/4 Yard Load	\$ 55.00 /load	xxx	xxx				
2)	9) Add'l Cost for Delivery outside Normal Business Hours	\$ 100.00 /load	Normal Business Hours:	M-F 7-3				
	10) Delivery Rate Charged in Excess of Standard 1-Hour Unloading Time	\$ 150.00 /hour	xxx	xxx				
	11) Code Weather Charge	\$ 7.00 /cubic yard	xxx	xxx				
	12) Color - Solomon #417 Apple Red	\$ *	xxx	xxx				
	1) Ready Mix 1-2-3 Mix (6.0 sack)	\$ /cubic yard	x 20 cubic yards =	\$	1st Year:			
	2) Ready Mix 1-2-3.5 (6.5 sack)	\$ /cubic yard	x 20 cubic yards =	\$	2nd Year:			
	3) Ready Mix - Class MS (Mod Set)	\$ /cubic yard	x 100 cubic yards =	\$				
	4) Flowable Fill (LSM-100)	\$ /cubic yard	x 50 cubic yards =	\$				
	5) Flowable Fill (LSM-50)	\$ /cubic yard	x 100 cubic yards =	\$				
	6) Plasticizer	\$ /gallon	xxx	xxx				
	7) Added Cost for Fiber Mesh	\$ /cubic yard	xxx	xxx				
	8) Added Costs for Loads below Min.	xxx	xxx	xxx				
	8a) 1 to 1-3/4 Yard Load	\$ /load	xxx	xxx				
	8b) 2 to 3-3/4 Yard Load	\$ /load	xxx	xxx				
	8c) 4 to 6-3/4 Yard Load	\$ /load	xxx	xxx				
	8d) 7 to 7-3/4 Yard Load	\$ /load	xxx	xxx				
	9) Add'l Cost for Delivery outside Normal Business Hours	\$ /load	Normal Business Hours:					
	10) Delivery Rate Charged in Excess of Standard 1-Hour Unloading Time	\$ /hour	xxx	xxx				
	11) Code Weather Charge	\$ /cubic yard	xxx	xxx				
	12) Color - Solomon #417 Apple Red	\$ /cubic yard	xxx	xxx				

\* 12  
6 sack = 80.57  
6.5 sack = 87.29  
MS = 114.17

Initial Contract Year Jan 1, 2018 through Dec 31, 2018  
1st Year Renewal Jan 1, 2019 through Dec 31, 2019  
2nd Year Renewal Jan 1, 2020 through Dec 31, 2020



Affiant further states that the following attorneys represent Affiant:

Partnership Only: Affiant further states that the following is a complete and accurate list of the names and addresses of the members of the partnership:

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Affiant further states that the following attorneys represent the partnership:

3. Corporation Only: Affiant further states that the following is a complete accurate list of the officers, directors and attorneys of the corporation:

President - TY NCFZIGER

Vice President - DAN STOVER

Secretary - MILAN ANDRIN

Treasurer - VP, FINANCE - TAMMY WALLACE

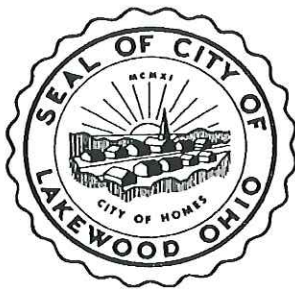
Attorneys -

Directors - VP, GM : RICHARD WILSON

ASSISTANT SECRETARY : DAVID EXLEY

and, that the following **officers** are dully authorized to execute contracts on behalf of the corporation:

- SEE ABOVE



12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-005

January 2, 2018

Board of Control  
City of Lakewood, Ohio 44107

Subject: **Award Contract – Sand & Aggregate Supplies**

Dear Members of the Board:

Based on a review conducted by the Division of Purchasing in conjunction with the Department of Public Works, Division of Waste Water Collection, and the attached letter of recommendation, I am submitting for your consideration this request to award a contract with **Shelly Materials, Inc.** in an amount not to exceed **\$45,000** for the **Purchase of Sand & Aggregate Supplies**. Initial contract effective **January 1, 2018 through December 31, 2018** and includes (2) additional one-year renewal options.

Shelly Materials, Inc. submitted the best responsive and responsible bid for Sand & Aggregate Supplies as outlined in Bid No. 17-023.

Contracting Authority:	Ordinance 43-17 \$45,000
Contracting Balance:	\$45,000 / \$0.00
Funding:	Enterprise Funds
Account Distribution:	501-3062-431-46-12 \$
	510-3070-431-46-12 \$
Account Balance:	\$ / \$
Contract Approved by Law:	Yes ____ / No ____ / PO ____ / C/C ____
Object Code:	Repair Parts & Supplies – Sand & Aggregate
Commodity Code:	750-035
Bid Reference:	<b>Bid No. 17-023</b>

Kim Smith  
Purchasing Manager

	<u>Approved</u>	<u>Disapproved</u>	<u>Date</u>
Joseph J. Beno PE, Director of Public Works	_____	_____	_____
Kevin M. Butler, Director of Law	_____	_____	_____
Jennifer Pae, Director of Finance	_____	_____	_____
Michael P. Summers, Mayor	_____	_____	_____



# MEMO

**DATE:** 12/7/17

**TO:** Kim Smith

**FROM:** Nicholas Del Vecchio

**SUBJECT:** Board of Control (Sand and Aggregate)  
Bid # 17-023

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I am requesting BOC approval to award a contract to purchase materials from Shelley Materials.

A purchase order for this vendor in the amount not to exceed \$25,000 will be entered and split evenly between two (2) accounts:  
501-3062-431-46.12 and 510-3070-431-46.12

Thanks  
Nicholas Del Vecchio



BID NO. 17-023

# CITY OF LAKEWOOD, OHIO

## Sand and Aggregate Supplies

Bid Opening: Dec 1, 2017  
10:00

BIDDER	DESCRIPTION	Cost / Ton	Substitutions	B/B	Check	NCA			
1) Shelly Materials no Renewal - prices submitted	Concrete Sand	\$ 15.50	no	✓		✓			
	Backfill Sand	\$ 13.80							
	Volleyball Court Sand	\$ N/A							
	Limestone:		if Recycled Concrete Cost/Ton						
	MANITUA Plant #1 & #2's	\$ 22.45	\$ 16.95	w/ 130th ST plant IS ALL LIMESTONE					
	#8	\$ 23.50	\$ N/A						
	#57	\$ 22.80	\$ N/A						
	#304	\$ 17.40	\$ 13.95						
	2) Kurtz Bros. no Renewal - prices submitted	Concrete Sand	\$ no Bid	no			✓		✓
		Backfill Sand	\$ no Bid						
Volleyball Court Sand		\$ no Bid							
Limestone:			if Recycled Concrete Cost/Ton						
#1 & #2's		\$ no Bid	\$ 23.55	18 Ton Loads 6 AXLE					
#8		\$ no Bid	\$ 20.55						
#57		\$ no Bid	\$ 27.55						
#304		\$ no Bid	\$ 17.55						
3)		Concrete Sand	\$						
		Backfill Sand	\$						
	Volleyball Court Sand	\$							
	Limestone:		if Recycled Concrete Cost/Ton						
	#1 & #2's	\$	\$						
	#8	\$	\$						
	#57	\$	\$						
	#304	\$	\$						

Initial Contract Effective: Jan 1, 2018 through Dec 31, 2018  
1st Renewal Year Effective: Jan 1, 2019 through Dec 31, 2019  
2nd Renewal Year Effective: Jan 1, 2020 through Dec 31, 2020

Affiant further states that the following attorneys represent Affiant:

Partnership Only: Affiant further states that the following is a complete and accurate list of the names and addresses of the members of the partnership:

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Affiant further states that the following attorneys represent the partnership:

3. Corporation Only: Affiant further states that the following is a complete accurate list of the **officers**, directors and attorneys of the corporation:

GM, Vice President -	Steven L. Conklin	Vice President -	CHAD REEL
Secretary -		Treasurer -	
Attorneys -		Directors -	

and, that the following officers are dully authorized to execute contracts on behalf of the corporation:

Steven L. Conklin, CHAD REEL





12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-006

January 2, 2018

Board of Control  
City of Lakewood, Ohio 44107


**Subject:** Award Contract – Asphalt Materials & Services

Dear Members of the Board:

Based on a review conducted by the Division of Purchasing in conjunction with the Department of Public Works, Division of Streets, and the attached letter of recommendation, I am submitting for your consideration this request to award a requirement contract with Stoneco, Inc., dba Allied Corporation, a Division of Shelly Company in an amount not to exceed \$50,000 to provide Asphalt Materials to the City. Initial contract effective January 1, 2018 through December 31, 2018 and includes (2) additional one-year renewal options.

Allied Corp. submitted the best responsive and responsible bid for Asphalt Materials as outlined in Bid No. 17-024.

Contracting Authority:	Ordinance 43-17 \$50,000
Contracting Balance:	\$50,000 / \$0.00
Funding:	SCMR Fund
Account Distribution:	211-3030-435-46-07 \$
Account Balance:	\$ / \$
Contract Approved by Law:	Yes _____ / No _____ / PO _____ / C/C _____
Object Code:	Street Maintenance & Supplies
Commodity Code:	745-014
Bid Reference:	Bid No. 17-024

  
Kim Smith  
Purchasing Manager

	Approved	Disapproved	Date
Joseph J. Beno PE, Director of Public Works	_____	_____	_____
Kevin M. Butler, Director of Law	_____	_____	_____
Jennifer Pae, Director of Finance	_____	_____	_____
Michael P. Summers, Mayor	_____	_____	_____



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# MEMORANDUM

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**DATE:** December 5, 2017  
**TO:** Kim Smith, Purchasing  
**FROM:** Chris Perry – Division Manager, Streets and Forestry  
**RE:** **Allied Corporation Asphalt Contract – Bid # 17-024**  
**CC:** Joe Beno, Director, Department of Public Works

This is a letter of recommendation to award the contract bid to Allied Corporation – Bid # 17-024 – to provide asphalt materials as set forth in the bid form items and costs; not to exceed \$50,000. Funds are available in the account # 211-3030-435-46-07.

The asphalt material is used for utility repairs and other improvement/infrastructure projects throughout the city.

Respectfully,

Chris Perry  
Streets and Forestry Division Manager, Arborist  
City of Lakewood

**Bid Opening: Dec 1, 2017  
10:00**

**CITY OF LAKEWOOD, OHIO**  
**Asphalt Materials and Services**

BIDDER	DESCRIPTION	Price per Ton	Substitutions	B/B	Check	NCA
1) ALLIED CORP.	Type 301 Concrete Base	\$ 53.00	No	✓		✓
	Type 448 Intermediate Course, Type 1	\$ 64.00				
	Type 448 Surface Course, Type 1	\$ 64.00				
	Plant Location for City to pick up materials: W. 3RD OR W. 150TH					
	Disposal Site (if different from above): SAME AS ABOVE					
	1st Year Renewal +10 %	Jan 1, 2019 through Dec 31, 2019				
	2nd Year Renewal +10 %	Jan 1, 2020 through Dec 21, 2020				
2) KOKOSING MATERIALS	Type 301 Concrete Base	\$ 55.00	No	✓		✓
	Type 448 Intermediate Course, Type 1	\$ 65.00				
	Type 448 Surface Course, Type 1	\$ 65.00				
	Plant Location for City to pick up materials: 3000 Independence Rd., Cleveland					
	Disposal Site (if different from above): SAME AS ABOVE					
	1st Year Renewal +5 %	Jan 1, 2019 through Dec 31, 2019				
	2nd Year Renewal +10 %	Jan 1, 2020 through Dec 21, 2020				
3)	Type 301 Concrete Base	\$				
	Type 448 Intermediate Course, Type 1	\$				
	Type 448 Surface Course, Type 1	\$				
	Plant Location for City to pick up materials:					
	Disposal Site (if different from above):					
	1st Year Renewal %	Jan 1, 2019 through Dec 31, 2019				
	2nd Year Renewal %	Jan 1, 2020 through Dec 21, 2020				
4)	Type 301 Concrete Base	\$				
	Type 448 Intermediate Course, Type 1	\$				
	Type 448 Surface Course, Type 1	\$				
	Plant Location for City to pick up materials:					
	Disposal Site (if different from above):					
	1st Year Renewal %	Jan 1, 2019 through Dec 31, 2019				
	2nd Year Renewal %	Jan 1, 2020 through Dec 21, 2020				
INITIAL CONTRACT EFFECT JAN 1, 2018 THRU DEC 31, 2018						



Affiant further states that the following attorneys represent Affiant:

Partnership Only: Affiant further states that the following is a complete and accurate list of the names and addresses of the members of the partnership:

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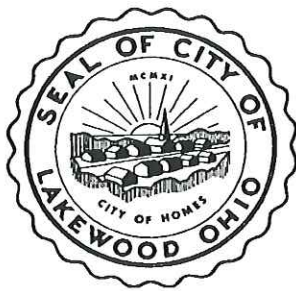
Affiant further states that the following attorneys represent the partnership:

3. Corporation Only: Affiant further states that the following is a complete accurate list of the officers, directors and attorneys of the corporation:

GM, Vice President - Steven L. Conklin	Vice President - CHAD REEL
Secretary -	Treasurer -
Attorneys -	Directors -

and, that the following officers are dully authorized to execute contracts on behalf of the corporation:

Steven L. Conklin, Chad REEL



12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-007

January 2, 2018

Board of Control  
City of Lakewood, Ohio 44107

**Subject: Award Contract – Rehabilitation of Single-Family Home at 1477 St. Charles Ave.**

Dear Members of the Board:

Based on a review conducted by the Division of Purchasing in conjunction with the Department of Planning and Development, and the attached letter of recommendation, I am submitting for your consideration this request to award a contract to DHI Renovation in the amount of \$11,335 to perform rehabilitation of a single-family home owned by the city at 1477 St. Charles, to include general maintenance and repairs, and bringing unit up to code. Contract award is a base bid of \$10,435 plus a small contingency.

DHI Renovation was selected to submit a proposal for this project based on their qualifications submission.

Contracting Authority:	Ordinance 57-17 \$1,100,000
Contracting Balance	\$1,100,000 / \$1,088,665
Funding:	Lakewood Hospital Special Revenue Fund
Account Distribution:	260-7001-461-39-10 \$
Account Balance:	\$ / \$
Contract Approved by Law:	Yes _____ / No _____ / PO _____ / C/C _____
Commodity:	913-092
Object Code:	Contractual Services
Bid Reference:	RFP

  
Kim Smith  
Purchasing Manager

	<u>Approved</u>	<u>Disapproved</u>	<u>Date</u>
Joseph J. Beno PE, Director of Public Works	_____	_____	_____
Kevin M. Butler, Director of Law	_____	_____	_____
Jenn Pae, Director of Finance	_____	_____	_____
Michael P. Summers, Mayor	_____	_____	_____





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## MEMORANDUM

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**DATE:** December 11, 2017

**TO:** Board of Control

**FROM:** Alex Harnocz  
Planning and Development

**Re:** Contractor to Rehabilitate City-Owned Home at 1477 St.  
Charles

The Department of Planning and Development is seeking to contract with a general contractor to rehabilitate a City-owned home. This home was formerly owned by the Lakewood Hospital Association and operated as a rental property. It is currently vacant, and cannot be rented due to building code violations. The planned rehabilitation will address both building code and cosmetic issues in order to return the home to a rent-able state.

The City does not intend to be a long-term landlord for this property. However, with several large-scale developments taking place within 3 blocks of the home, we believe that it is in the City's interest to maintain ownership of the property. Vacant buildings are subject to decline and deterioration. In addition, vacant properties represent an attractive nuisance. Therefore it is in the City's interest to rehabilitate the property and have it occupied by rental tenants.

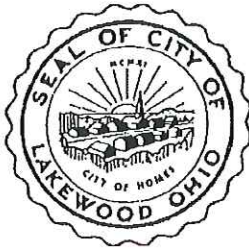
In September 2017, the City contacted five (5) firms which were pre-qualified for construction services as a result of a Request for Qualifications for Construction Services in 2015 through the Division of Community Development. Three (3) firms attended a walkthrough of the homes and ultimately responded to the bid request.

DHI was the low bidder for this property. We are proposing a contract with DHI for an amount not to exceed \$11,335. Their bid with contingency was \$11,335.

Based on an estimated monthly rent of \$900, with \$350/month in anticipated maintenance costs and management fees, the cost of this rehabilitation at 1477 St. Charles will be recovered in approximately 26 months.

Further bid details are available on Attachment A (enclosed).

Funds will be drawn from account 260-7001-461-39-10 Contractual Services



12650 Detroit Avenue • 44107 • 216/529-HOME • FAX 216/529-5907  
Website: [www.one.lakewood.com](http://www.one.lakewood.com)

**DIVISION OF COMMUNITY DEVELOPMENT**  
Department of Planning & Development

Thursday, August 31, 2017

Submitted to:

From:

**Re: 1477 St. Charles Avenue**

General Conditions

The contractor shall provide all necessary labor and materials, and perform all work of every nature on the proposed remodeling in accordance with this contract, the specifications, and accompanying drawings, if any. All materials are to be new, at a minimum meet builder's grade quality and match existing. Please specify brand and model wherever possible. The Contractor shall obtain applicable approvals and permits. Permit fees will be waived.

All subcontractors will be registered and apply for their own permits. The owner if necessary will have the lot surveyed and will apply for all zoning, Architectural Review Board (ABR) historic preservation or other related permits/board approvals as necessary. All work is to be executed in a workman like manner in accordance with the contract, plans and specifications.

Instructions to Bidders

Return bid form in a sealed envelope no later than **4:00 PM Monday September 18th**.  
Guarantee prices for 3 months.

Before completing the bid form, visit and familiarize yourself with the subject property. **A mandatory pre-bid walkthrough will be held on Monday September 11<sup>th</sup> at 10:00AM.** Interested bidders should meet at **1477 St. Charles Avenue**. From there, City staff will conduct walkthroughs of the five properties.

The DCD gives the property owners the flexibility to choose certain qualities, manufactures' etc. so long as they meet or supersede our minimum performance specifications and approval. New materials, at a minimum meet builder's grade quality, are to be used and specified on the bid form. Separate material cost from labor. If the work requires permits create a line item for permits.

Any subcontractors must be declared and be properly registered and licensed. It is the contractor's responsibility to pull permits and schedule all necessary inspections with the building department. Final draws will not be approved unless it passes final inspections by the DCD and for permitted work the Building department. Please familiarize yourself with all applicable Local, State and Federal government codes and regulations prior to submitting your proposal and bid accordingly.

Provide drawings as required by the Building department or when useful. Prior to Bid Submittal: Contact Lakewood Building Department with all code related questions at 216-529-6270. Payments are made upon completion/sign off of work and the closing with approval of all required permits.

All damaged building components and surfaces must be effectively repaired or replaced to match existing. Take all necessary measures to contain dust and debris. Tear out must be performed neatly with clean, accurate cuts to building components scheduled to remain. Store and protect all items scheduled to be re-installed. Demolished materials are the property of the contractor and must be promptly removed from site and properly disposed of. Temporarily terminate all utilities affected during demolition and construction.

Project SPECIFICATIONS:

Correction Needed	Additional Information	Labor Estimate	Materials Estimate
106. Clean and seal cellar walls (1306.29 (k))	Provide ash door for cellar wall next to furnace	700 <sup>00</sup>	270 <sup>00</sup>
116. Provide / Maintain CO Detector	CO Detector shall be hard wired or 110v A.C.	500 <sup>00</sup>	125 <sup>00</sup>
125. Maintain Windows in good repair	West cellar window	200 <sup>00</sup>	40 <sup>00</sup>
231. Provide / Repair / Replace Steps	Repair masonry steps at home entry	250 <sup>00</sup>	60 <sup>00</sup>



307. Maintain receptacles / switches/ fixtures	-Maintain / replace ungrounded outlets throughout second level.	200 <sup>00</sup>	150 <sup>00</sup>
	-Bring electrical facilities at east wall of cellar	150 <sup>00</sup>	25 <sup>00</sup>
	-Secure/replace unsecured junction box and rotted conduit line to box.	150 <sup>00</sup>	50 <sup>00</sup>
413. Replace waste pipes	Provide waste line from stationary tub in basement	100 <sup>00</sup>	30 <sup>00</sup>
502. Provide/ Secure vent covers	Secure / Provide dryer vent to exterior.	50 <sup>00</sup>	25 <sup>00</sup>

CORRECTION SUBTOTAL

Additional Repair Needed	Additional Information	Labor Estimate	Materials Estimate
Add trim in living room		50 <sup>00</sup>	20 <sup>00</sup>
Repair plaster	Second floor	400 <sup>00</sup>	30 <sup>00</sup>
Paint interior	Living room trim, kitchen, Bedroom #1, Bedroom #2, Stairs up	2200 <sup>00</sup>	230 <sup>00</sup>
Remove and replace carpet	Second floor	400 <sup>00</sup>	30 <sup>00</sup>
Clean all hardwood floors		450 <sup>00</sup>	40 <sup>00</sup>
Repair front siding in gable		200 <sup>00</sup>	50 <sup>00</sup>
Replace linoleum floor in kitchen		600 <sup>00</sup>	600 <sup>00</sup>
Replace kitchen countertops		400 <sup>00</sup>	250 <sup>00</sup>
Replace rear screen door		135 <sup>00</sup>	250 <sup>00</sup>
Deep clean throughout		400 <sup>00</sup>	50 <sup>00</sup>



Repair west side of roof

500<sup>00</sup>

75<sup>00</sup>

ADDITIONAL REPAIR

SUBTOTAL

8035

2400

**BID TOTALS:**

Total Cost of all Labor and Materials: 10435.-  
(Add Correction Subtotal to Additional Repair Subtotal)

Total Contingency : 900.-

Please include an estimated START DATE ASAP and DURATION of job 30 days  
If job is weather dependent include minimum acceptable conditions outside for work to proceed.  
Please attach your estimate to this bid form.

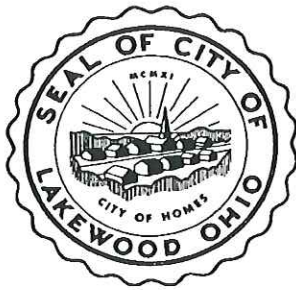
Prior to the completion of this bid, I DHI Renovations  
Douglas Montgomery, (Please  
print your name) have inspected the property and familiarized myself with all the instructions  
and specifications provided herein. I will guarantee all process listed above for a period not less  
than six months.

Signature

Douglas P. Montgomery

Date

9-16-07



12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-008

January 2, 2018

Board of Control  
City of Lakewood, Ohio 44107

**Subject:** Award Contract – Rehabilitation of Single-Family Home at 1476 Belle Ave.

Dear Members of the Board:

Based on a review conducted by the Division of Purchasing in conjunction with the Department of Planning and Development, and the attached letter of recommendation, I am submitting for your consideration this request to award a contract to Absolute Roofing & Construction, Inc. in the amount of \$12,150 to perform rehabilitation of a single-family home owned by the city at 1476 Belle, to include general maintenance and repairs, and bringing unit up to code. Contract award is a base bid of \$11,150 plus a small contingency.

Absolute Roofing & Construction, Inc. was selected to submit a proposal for this project based on their qualifications submission.

Contracting Authority:	Ordinance 57-17 \$1,100,000
Contracting Balance	\$1,088,665 / \$1,076,515
Funding:	Lakewood Hospital Special Revenue Fund
Account Distribution:	260-7001-461-39-10 \$
Account Balance:	\$ / \$
Contract Approved by Law:	Yes _____ / No _____ / PO _____ / C/C _____
Commodity:	913-092
Object Code:	Contractual Services
Bid Reference:	RFP

Kim Smith  
Purchasing Manager

	<u>Approved</u>	<u>Disapproved</u>	<u>Date</u>
Joseph J. Beno PE, Director of Public Works	_____	_____	_____
Kevin M. Butler, Director of Law	_____	_____	_____
Jenn Pae, Director of Finance	_____	_____	_____
Michael P. Summers, Mayor	_____	_____	_____



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## MEMORANDUM

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**DATE:** December 11, 2017

**TO:** Board of Control

**FROM:** Alex Harnocz  
Planning and Development

**Re:** Contractor to Rehabilitate City-Owned Home at 1476 Belle Ave

The Department of Planning and Development is seeking to contract with a general contractor to rehabilitate a City-owned home. This home was formerly owned by the Lakewood Hospital Association and operated as a rental property. It is currently vacant, and cannot be rented due to building code violations. The planned rehabilitation will address both building code and cosmetic issues in order to return the home to a rent-able state.

The City does not intend to be a long-term landlord for this property. However, with several large-scale developments taking place within 3 blocks of the home, we believe that it is in the City's interest to maintain ownership of the property. Vacant buildings are subject to decline and deterioration. In addition, vacant properties represent an attractive nuisance. Therefore it is in the City's interest to rehabilitate the property and have it occupied by rental tenants.

In September 2017, the City contacted five (5) firms which were pre-qualified for construction services as a result of a Request for Qualifications for Construction Services in 2015 through the Division of Community Development. Three (3) firms attended a walkthrough of the homes and ultimately responded to the bid request.

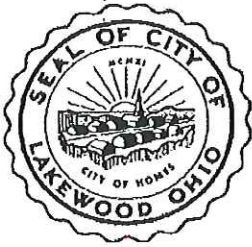
Absolute Roofing was the second lowest bidder on the project. While DHI was lower by \$2,335, we are concerned about the pace of work. DHI is a one-man operation and may not be able to finish both homes within the desired timeline. We are proposing a contract with Absolute Roofing for an amount not to exceed \$12,150. Their bid with contingency was \$12,150.

Based on an estimated monthly rent of \$1,200, with \$350/month in anticipated maintenance costs and management fees, the cost of this rehabilitation at 1462 Belle will be recovered in approximately 21 months.

Further bid details are available on Attachment A. A comparison of bids is enclosed as Attachment B.

Funds will be drawn from account 260-7001-461-39-10 Contractual Services





12650 Detroit Avenue • 44107 • 216/529-HOME • FAX 216/529-5907  
Website: [www.onelakewood.com](http://www.onelakewood.com)

**DIVISION OF COMMUNITY DEVELOPMENT**  
Department of Planning & Development

Thursday, August 31, 2017

Submitted to: City of Lakewood, Ohio

From: *Absolute Roofing*

**Re: 1476 Belle Avenue**

General Conditions

The contractor shall provide all necessary labor and materials, and perform all work of every nature on the proposed remodeling in accordance with this contract, the specifications, and accompanying drawings, if any. All materials are to be new, at a minimum meet builder's grade quality and match existing. Please specify brand and model wherever possible. The Contractor shall obtain applicable approvals and permits. Permit fees will be waived.

All subcontractors will be registered and apply for their own permits. The owner if necessary will have the lot surveyed and will apply for all zoning, Architectural Review Board (ABR) historic preservation or other related permits/board approvals as necessary. All work is to be executed in a workman like manner in accordance with the contract, plans and specifications.

Instructions to Bidders

Return bid form in a sealed envelope no later than **4:00 PM Monday September 18th**.  
Guarantee prices for 3 months.

Before completing the bid form, visit and familiarize yourself with the subject property. **A mandatory pre-bid walkthrough will be held on Monday September 11<sup>th</sup> at 10:00AM.** Interested bidders should meet at 1477 St. Charles Avenue. From there, City staff will conduct walkthroughs of the five properties.

The DCD gives the property owners the flexibility to choose certain qualities, manufactures' etc. so long as they meet or supersede our minimum performance specifications and approval. New materials, at a minimum meet builder's grade quality, are to be used and specified on the bid form. Separate material cost from labor. If the work requires permits create a line item for permits.



Any subcontractors must be declared and be properly registered and licensed. It is the contractor's responsibility to pull permits and schedule all necessary inspections with the building department. Final draws will not be approved unless it passes final inspections by the DCD and for permitted work the Building department. Please familiarize yourself with all applicable Local, State and Federal government codes and regulations prior to submitting your proposal and bid accordingly.

Provide drawings as required by the Building department or when useful. Prior to Bid Submittal: Contact Lakewood Building Department with all code related questions at 216-529-6270. Payments are made upon completion/sign off of work and the closing with approval of all required permits.

All damaged building components and surfaces must be effectively repaired or replaced to match existing. Take all necessary measures to contain dust and debris. Tear out must be performed neatly with clean, accurate cuts to building components scheduled to remain. Store and protect all items scheduled to be re-installed. Demolished materials are the property of the contractor and must be promptly removed from site and properly disposed of. Temporarily terminate all utilities affected during demolition and construction.

Project SPECIFICATIONS:

Correction Needed	Additional Information	Labor Estimate	Materials Estimate
107. Remove Cobwebs, Lint	General cleaning	160-	20-
121. Maintain bathroom floor	Deep clean and caulk	200	30-
124. Maintain doors operable	- Basement door must close and latch - Bathroom door handle	150-	150
125. Maintain windows in operable condition	Broken window in bedroom must be repaired / replaced	150-	250
207. Repair garage floor		<del>1500</del> N/A	<del>1500</del> N/A
217. Maintain /provide doors / windows / screens	Maintain screen for front door	100-	100-
219. Maintain siding	Maintain garage walls	N/A	N/A
227. Paint exterior surfaces	Paint front porch decking	500	300

307. Maintain receptacles / fixtures/ switches	<del>Remove electric service to garage N/A</del> Repair bathroom GFCI Maintain bathroom lights Bedroom fan maintained / secured Add grounded outlet in bedroom Provide globe for bedroom light fixture	500-	400
412. Maintain plumbing fixtures	Repair running toilet Provide sink pop-up	100-	100
417. Maintain drain to drain freely	Garage	N/A	N/A
503. Maintain approved heating facilities	Provide temperature valve for bedroom radiator	60-	60
CORRECTION SUBTOTAL			
<b>Additional Repair Needed</b>	<b>Additional Information</b>	<b>Labor Estimate</b>	<b>Materials Estimate</b>
Remove carpet throughout		600-	400
Repair plaster	Living room ceiling Kitchen South front bedroom Back bedroom Stairway Basement stairway	1900-	600
Paint Interior	Living room ceiling Kitchen South front bedroom Back bedroom Stairway Basement stairway	2100-	700-
Replace missing shutter		50	100 150?
Replace toilet	First floor	70-	250

Deep clean bathrooms	Both floors	300-	100-
Repair rear floor railing		300-	300-
	ADDITIONAL REPAIRS		
	SUBTOTAL	7250	3910
		7240	3910

### BID TOTALS


Total Cost of all Labor and Materials: 11,660 \$11,150

Total Contingency : 1,000 \$1,000

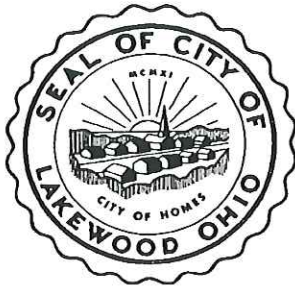
\$12,150 Total w/ Contingency

Please include an estimated START DATE 10/1/17 and DURATION of job 14.  
If job is weather dependent include minimum acceptable conditions outside for work to proceed.  
Please attach your estimate to this bid form.

Prior to the completion of this bid, I CHRIS KOWLS, (Please print your name) have inspected the property and familiarized myself with all the instructions and specifications provided herein. I will guarantee all process listed above for a period not less than six months.

Signature  Date 9/18/17





12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-009

January 2, 2018

Board of Control  
City of Lakewood, Ohio 44107

**Subject: Award of Contract – CitizenServe Case Management Software – Division of Housing & Building**

Dear Members of the Board:

Based on a review conducted by the Division of Purchasing in conjunction with the Department of Public Safety, Division of Housing & Building, and the attached letter of recommendation, I am submitting for your consideration this request to award a contract to Online Solutions, LLC dba Citizenserve.com in an amount not to exceed \$79,500 for the purchase of CitizenServe Case Management Software, a web-based building department management platform to increase efficiency and customer service. New platform is a collaborative regional approach to share resources and capabilities with other municipalities. \$57,690 will be paid by a grant from First Suburbs Development Council and the city is responsible for the balance of \$21,810.

Online Solutions, LLC dba Citizenserve.com submitted the best response for an RFP issued by First Suburbs Consortium.

Contracting Authority:	Ordinance 52-17 \$3,000,000
Contracting Balance:	\$3,000,000 / \$2,920,500
Funding:	General Fund
Account Distribution:	101-5050-412-86-12 \$0
Account Balance:	\$0 / \$0
Contract Approved by Law:	Yes ____ / No ____ / PO ____ / C/C ____
Object Code:	Operating Equipment
Commodity Code:	208-000
Bid Reference:	RFP

Kim Smith  
Purchasing Manager

	Approved	Disapproved	Date
Joseph J. Beno PE, Director of Public Works	_____	_____	_____
Kevin M. Butler, Director of Law	_____	_____	_____
Jennifer Pae, Director of Finance	_____	_____	_____
Michael P. Summers, Mayor	_____	_____	_____







MAIN (216) 529-6270  
FAX (216) 529-5930

[housing.building@lakewoodoh.net](mailto:housing.building@lakewoodoh.net)  
[www.onelakewood.com](http://www.onelakewood.com)

DIVISION OF HOUSING AND BUILDING  
12650 DETROIT AVENUE • LAKEWOOD, OHIO 44107

## MEMORANDUM

**DATE:** December 12, 2017  
**TO:** Board of Control  
**FROM:** Michael Molinski, Division of Housing & Building  
**RE:** CitizenServe Case Management Software

Dear Board of Control Members:

The Lakewood Division of Housing and Building has been using a web-based database system to manage and track permit, property maintenance and licensing cases since 2011. It took two full years to fully implement the system and since then we have found more and better ways to use it. The system has been an invaluable tool for us. Now, we are at the point where its abilities cannot fulfill our need for a system that both manages cases internally and allows increased access to the public.

Staffing levels in the Lakewood Division of Housing and Building have remained flat over the past five years. Through attrition, we have reduced the number of licensed building inspectors from eight to six. It took over eighteen months to refill one of these positions, and we expect that labor pool to further tighten as many inspectors are nearing retirement age. To fill the gap we have turned to an increased number of property maintenance inspectors, customer facing administrative assistants, process improvements through *LEAN/SixSigma* and better technology. A case management system that allows us to input, track and manage cases over a shared platform is our most critical tool. It allows us communicate efficiently, track progress in real time and spot trends to better focus our resources on potential problem areas. These efficiencies have allowed us to keep pace with heightened expectations of our community and increased level of construction activity every year for the last five.

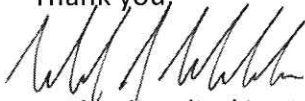
Our citizens demand a higher level of service at a time when funding sources are increasingly limited. Operating in this environment requires us to seek efficiencies through process improvements and ease of access for our customers. Pushing the application process for permits, licenses and registrations online will provide better access to our customers and reduces the amount of time our staff spends on data entry. The ability for customers to track the status of an application through a public portal makes our processes more transparent and hence more trustworthy. Additionally, staff time answering status queries from applicants will be reduced. The net effect is more time spent on value added tasks.

At the same time we began exploring possible upgrades or replacements of our current system, a group from the First Suburbs Consortium solicited proposals for building department management software. This RFP, issued November 4th 2016, was a result of 12 months of study and recognition by other communities that a web-based building department management platform could increase efficiency and customer service. The RFP listed over 600 requirements for potential vendors to address. Seven vendors responded. The capabilities of respondents were evaluated, live product demonstrations witnessed and the final vendor chosen.

As of this writing, five other communities including Parma, Shaker Heights, Cleveland Heights, Cuyahoga Heights and South Euclid are in the process of adopting this same system. Beyond the benefits it will provide to the city of Lakewood government operations and our residents, having a similar interface for contractors and property owners working in multiple communities will reduce hassle and aid compliance. This collaborative regional approach is a model for how local governments can best share resources and capabilities. Recognizing this, Cuyahoga County is issuing grants to the communities involved. Lakewood will receive \$57,690 towards first year costs.

Please let me know if I can answer any questions you may have about this request.

Thank you,



Michael Molinski, RA  
City Architect & Building Commissioner

Attachments: CitizenServe Service Agreement  
CitizenServe Order Form  
CitizenServe Proposal  
First Suburbs RFQ cover page



## Order Form

**Account Name:** City of Lakewood, OH

**Contact Information:**

Michael Molinski  
City Architect  
City of Lakewood  
12650 Detroit Ave.  
Lakewood, OH 44107  
Email: Michael.Molinski@lakewoodoh.net  
Phone: 216.529.6279

**Billing Information:**

Michael Molinski  
City Architect  
City of Lakewood  
12650 Detroit Ave.  
Lakewood, OH 44107  
Email: Michael.Molinski@lakewoodoh.net  
Phone: 216.529.6279

**Contact Term:**

Billing Cycle: Annual  
Billing Schedule: Upon Contract Signing  
Service Term Starts: TBD  
Service Term Ends: TBD

**Components Selected:**

Code Enforcement  
Permitting  
Planning and Zoning  
Licensing  
Citizen Access Pages

**Fees:**

40 User Subscriptions	\$1,200 per named user per year	\$48,000.00
3 Read Only User Subscription (shared)	\$1,200 per named user per year	\$3,600.00
43 User Subscriptions Discount Tier 3 to 4	-\$300 per named user per year	-\$12,900.00
Setup, Training and Implementation	\$600 per named user	\$25,800.00
Additional Services	Data Migration (WebQA)*	\$15,000.00
	Payment processors listed in Appendix A**	\$0.00
	Batch load of county parcel data and ongoing updates	\$0.00
	Batch load of GIS data layers and ongoing updates	\$0.00
	Common FSDC Integrations	\$0.00
	County Grant Payed by FSDC	-\$57,690.00
	<b>Total 1<sup>st</sup> Year Fees</b>	<b>\$21,810.00</b>
	<b>Each Additional Year Fees</b>	<b>\$38,700.00</b>

\*Price could change once we see the actual data.

I authorize Online Solutions, LLC to invoice as per the above information.

Online Solutions:

Customer:

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Print or Type Name of Signatory

\_\_\_\_\_  
Print or Type Name of Signatory

\_\_\_\_\_  
Execution Date

\_\_\_\_\_  
Execution Date

Address:  
1101 E. Warner Road  
Suite 160  
Tempe, AZ 85284

Address:  
City of Lakewood  
12650 Detroit Ave.  
Lakewood, OH 44107



citienserve e-government software  
www.citienserve.com  
1.800.325.9818  
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12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-010

January 2, 2018

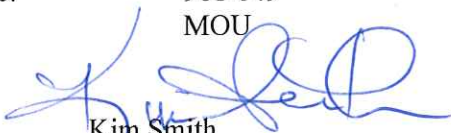
Board of Control  
City of Lakewood, Ohio 44107

**Subject: Award Contract – Professional Service Contract – Re: EPA Minimum Control Measures**

Dear Members of the Board:

Based on a review conducted by the Division of Purchasing in conjunction with the Department of Public Works; Division of Engineering, and the attached letter of recommendation, I am submitting for your consideration this request to award a requirement contract with Cuyahoga Soil & Water Conservation District (CSWCD) in the amount of \$13,740 for Fiscal Year 2018 to provide Public Involvement & Education Activities (Minimum Control Measures 1 & 2) and Storm Water Pollution Prevention Activities (Minimum Control Measures 4 & 5). Services required by the Ohio EPA as part of the City's National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Permit.

Contracting Authority:	Ordinance 49-17 \$11,500,000
Contracting Balance:	\$11,500,000 / \$11,486,260
Funding:	Wastewater Collection Fund
Account Distribution:	510-3070-431-30-10 \$
Account Balance:	\$ / \$
Contract Approved by Law:	Yes _____ / No _____ / PO _____ / C/C _____
Object Code:	Storm Water Sewer System
Commodity Code:	961-049
Bid Reference:	MOU

  
Kim Smith  
Purchasing Manager

	<u>Approved</u>	<u>Disapproved</u>	<u>Date</u>
Joseph J. Beno PE, Director Public Director	_____	_____	_____
Kevin M. Butler, Director of Law	_____	_____	_____
Jennifer Pae, Director of Finance	_____	_____	_____
Michael P. Summers, Mayor	_____	_____	_____





# MEMORANDUM

---

**DATE:** November 13, 2017  
**O:** Kim Smith, Procurement Officer  
**FROM:** Mark K. Papke, PE, CPESC – City Engineer  
**RE:** 2018 CSWCD Memorandum of Understanding



Attached is the Memorandum of Understanding for Minimum Control Measures (MCM) 4 and 5 for construction and post-construction reviews and field inspections. MCM 1 and 2 for public education and outreach will utilize the previous MOU agreement.

Please recommend to the Board of Control that the Memorandums of Understanding between the City of Lakewood and the Cuyahoga Soil and Water Conservation District (CSWCD) be approved for funding so the CSWCD can continue to provide MCM 1, 2, 4 and 5 for the City of Lakewood. The Ohio EPA requires the City to perform these activities as part of our National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Permit. The costs are as follows:

**MCM 1 & 2    \$5,500.00**

**MCM 4 & 5    \$8,240.00**

**TOTAL    \$13,740.00**

It should be noted that the City is fully reimbursed for MCM 1 & 2 by NEORS and that for MCM 4 & 5 developers are charged for these reviews inspections through the Building & Housing Department excluding City projects.

Please contact me with any questions.

# **MEMORANDUM OF UNDERSTANDING**

## **Between the Cuyahoga Soil and Water Conservation District and the City of Lakewood**

This Memorandum of Understanding ("MOU") is made this \_\_\_\_ day of \_\_\_\_\_, 2018 ("Effective Date"), between the Cuyahoga Soil and Water Conservation District (SWCD) and City of Lakewood ("City"), for providing assistance with technical assistance in implementing soil and water conservation measures.

**Purpose** – Implementation of a conservation program that promotes best practices for pollution prevention and corresponds with the City's Municipal Separate Storm Sewer System (MS4) permit.

Recognizing the need for effective collaboration in protecting soil and water resources and in carrying out its mandated responsibilities, especially related to the National Pollutant Discharge Elimination System (NPDES) Storm Water Permit, the City and the Cuyahoga SWCD accept this agreement as the document which describes the process for exchange. Cooperation between these two units of government facilitates solutions to problems encountered by the City as it plans for the development/redevelopment and conservation of its environment, as well as, water quality improvements. The Ohio Revised Code, Chapter 940, describes the Cuyahoga SWCD's authority for engaging in this Mutual Agreement.

NOW, THEREFORE, the parties' understanding is as follows:

### **Project Tasks**

The Cuyahoga SWCD and the City have mutually agreed to the scope of technical assistance related to pollution prevention on disturbed sites, including construction sites disturbing one or more acres of total land, including the entire area disturbed in the larger common plan of development or sale ( $\geq 1$  acre) as required under the NPDES rules. Construction activities disturbing less than one acre and not part of a larger common plan of development or sale of total land ( $< 1$  acre), and not covered under the NPDES rules, will be reviewed by the Cuyahoga SWCD as requested by the City.

The Cuyahoga SWCD will: (i) perform storm water pollution prevention plan (SWP3) reviews for proposed development, redevelopment and infrastructure renovation projects; (ii) perform abbreviated construction plan reviews, as requested by the City; (iii) perform field reviews of active construction projects; (iv) perform long-term maintenance field reviews of post-construction water quality facilities; and (vii) provide written technical advisory reports detailing plan review recommendations, site conditions, and recommendations for compliance and/or maintenance activities needed.

### **NPDES, Minimum Control Measure 4 – Stormwater Pollution Prevention/Erosion & Sediment Control**

1. The Cuyahoga SWCD will provide technical assistance, related to storm water pollution prevention and stormwater quality management, as requested, including:  
*Preliminary site planning meetings or conference calls*
  - a. Review of development, redevelopment, and infrastructure renovation plans for compliance with NPDES rules (Ohio Revised Code 3745 39-04 (B) (1) through (6)) and the current edition of Ohio's Rainwater and Land Development standard guidance manual;
  - b. Provide rapid field assessment of soils and soil quality; and
  - c. Provide an annual report of all activities undertaken (including copies of any other data collected).
2. The annual conservation program will include technical assistance related to NPDES covered construction activities of an estimated of :
  - a. 6-8 active construction sites ( $\geq 1$  acre);

- b. Initial SWP3 reviews, as received ( $\geq 1$  acre);
  - c. Subsequent SWP3 review, *as needed* ( $\geq 1$  acre);
  - d. Technical advisory inspections (field reviews) and reporting (12 per year per site) once construction begins;
  - e. Plan reviews for abbreviated construction plans will be performed by request of the City.
3. Construction site activities \$4,490.00

### **NPDES, Minimum Control Measure 5 – Post Construction Stormwater Management**

- 1. As required under the MS4 Permit, the Cuyahoga SWCD will also provide annual inspections of all post construction stormwater control measures (water quality and water quantity basins):
  - a. Transition meetings will be held with SWCD staff, city personnel and site personnel to review long-term operations and maintenance needs, and reporting requirements;
  - b. 5-8 annual long-term maintenance field reviews, including rapid field assessment, of post-construction stormwater quality facilities;
  - c. Technical advisory inspection and reporting to the City and landowners with SCMs on their properties;
  - d. Project file management
  - e. Mapping of facility locations;
  - f. Maintenance program fact sheets, individual site assessments and training, when needed.
- 2. Post-Construction Program-\$3,750.00

### **The Cuyahoga SWCD will also provide technical advice on planning issues, including:**

- a. Technical assistance on local legislation if the City pursues universal application of accepted best management practices at construction sites;
- b. Sound *storm water* management;
- c. Protection of sensitive natural areas;
- d. General evaluation of sensitive areas such as creeks, floodplains, soils, slopes, wetlands, watersheds, woodlands or other unique areas that are planned for development;
- e. Recommendations for stream bank and wetlands restoration, slope erosion control; and
- f. Small drainage systems and wildlife habitat enhancements.

### **City's Role Related to Storm Water Pollution Prevention Activities**

- 1. The City will designate someone to serve as the City's liaison for the storm water pollution prevention program.
- 2. The City will recognize the environmental and economic functions of naturally-vegetated open spaces, such as wetlands, stream corridors, ravines, woodlands and fields as worthy of the City's protection as open space.
- 3. The City will utilize the Cuyahoga SWCD's technical assistance including plan reviews, project inventories, evaluations, and inspections of planned construction sites, water quality and water quantity basins or sensitive natural areas of concern.
- 4. The City will direct builders, developers and consultants to the Cuyahoga SWCD for assistance on planning and conservation early in the concept planning stage of the construction planning cycle.



5. The City will adopt, apply and enforce Cuyahoga SWCD recommendations by not authorizing commencement and/or issuing work stoppage and other remedies.
6. The City will provide the Cuyahoga SWCD with field surveys, proposed layouts, designs or meeting notices needed for adequate technical assistance in a timely manner.
7. The City recognizes that the Cuyahoga SWCD has no regulatory authority to enforce NPDES rules.

### **Agreed Procedures**

- The City agrees to grant an annual conservation appropriation to the SWCD, not to exceed \$8,240 per twelve month period following the Effective Date and the Cuyahoga SWCD agrees to use the grant funds to provide a conservation program for the City.
- The City and the SWCD will determine the most effective manner to appropriate the funds.
- The City will provide a resolution to the SWCD that acknowledges this working agreement and provides documentation to facilitate dispersal of funds to the SWCD on an annual basis.
- The Cuyahoga SWCD is not granted regulatory authority in the Ohio Revised Code.
- The Cuyahoga SWCD and the City will meet at least once a year to coordinate a work plan and exchange information.
- The Cuyahoga SWCD will provide the City with a written annual summary, relevant to its role, as outlined in this MOU.
- The NPDES rules, current edition of Ohio's Rainwater and Land Development standard guidance manual, and standards of the USDA, Natural Resources Conservation Service will be used in planning and application of conservation measures.
- That both parties will review quality of assistance and address concerns as they arise.
- That all assistance provided by the Cuyahoga SWCD is offered on a non-discriminatory basis without regard to race, age, marital status, handicap or political persuasion.
- The City recognizes the Cuyahoga SWCD's obligation to make its reports and other written materials available to the public on request in accordance with the Ohio Public Records Act.

### **Term, Renewal, Termination**

The term of this MOU shall commence on the date (the "Initial Effective Date") SWCD receives written notice from the City, in a form approved by SWCD and in accordance with Sections 5705.41 and 5705.44 of the Ohio Revised Code, as applicable, indicating that the City has agreed to provide funds, in an amount agreed to by the parties, to support SWCD's general operations for the following 12-month period (the "Initial City Notice"). This MOU shall terminate on the 12-month anniversary of the Initial Effective Date in the event the City does not renew this MOU as set forth herein.

This MOU may be renewed by City for any 12-month period following the Initial MOU Term (a "Subsequent MOU Term") provided that the SWCD receives written notice, as described above (a "Subsequent City Notice"), not less than 30 days prior to expiration of the Initial MOU Term (the date the District receives a Subsequent City Notice, a "Subsequent Effective Date"), and shall continue to renew for any 12-month period

provided that the SWCD receives a Subsequent City Notice not less than 30 days prior to expiration of any Subsequent MOU Term then in effect.

This MOU may be amended or terminated at any time by mutual consent of both parties, or the agreement may be terminated by either party giving thirty (30) day's advance written notice to the other.

In witness thereof, the Memorandum executed and agreed to on the latest day, month and year written below:

Cuyahoga Soil & Water  
Conservation District

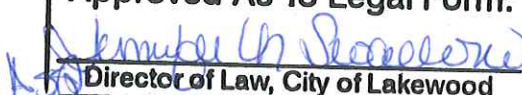
City of Lakewood

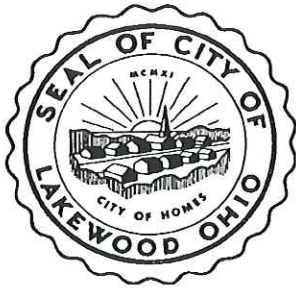
\_\_\_\_\_  
By: Ruth Skuly  
Chair

\_\_\_\_\_  
By: Hon. Michael P. Summers  
Mayor

Date:

Date:

**Approved As To Legal Form:**  
  
**Director of Law, City of Lakewood**



12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-011

January 2, 2018

Board of Control  
City of Lakewood, Ohio 44107

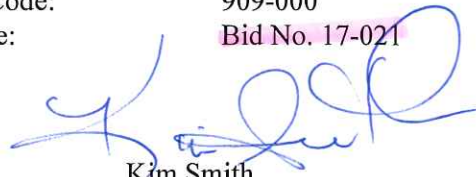
**Subject: Award Contract – Kauffman Park Bleacher Replacement Project**

Dear Members of the Board:

Based on a review conducted by the Division of Purchasing in conjunction with the Department of Public Works, Division of Engineering, and the attached letter of recommendation, I am submitting for your consideration this request to award a contract to Schirmer Construction LLC in an amount not to exceed \$170,000 to perform the Kauffman Park Bleacher Replacement Project as outlined in Bid No. 17-021. Contract award is a base bid of \$155,690 plus contingencies.

Schirmer Construction LLC submitted the lowest and best responsive and responsible bid for this project.

Contracting Authority:	Ordinance 54-17 \$750,000
Contracting Balance:	\$750,000 / \$580,000
Funding:	Capital Project
Account Distribution:	410-3010-470-84-10 Proj #177003 \$95,000
Account Balance:	\$82,226 / (\$87,774)
Contract Approved by Law:	Yes ____ / No ____ / PO ____ / C/C ____
Object Code:	Kauffman Park Bleacher
Commodity Code:	909-000
Bid Reference:	<u>Bid No. 17-021</u>

  
Kim Smith  
Purchasing Manager

	<u>Approved</u>	<u>Disapproved</u>	<u>Date</u>
Joseph J. Beno PE, Director of Public Works	_____	_____	_____
Kevin M. Butler, Director of Law	_____	_____	_____
Jenn Pae, Director of Finance	_____	_____	_____
Michael P. Summers, Mayor	_____	_____	_____





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## MEMORANDUM

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**DATE:** December 13, 2017  
**TO:** Kim Smith  
**FROM:** Joe Beno  
**RE:** Kauffman Park Bleacher Replacement: Schirmer Construction

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We are recommending award of a contract to Schirmer Construction in the amount of \$155,690 for the construction work at Kauffman Park. The work will replace the 1<sup>st</sup> base side bleachers with a 2 tiered seating wall with paver walkways and a vegetated retaining wall for the top area to the parking lot.

The bid for this project came in about 50% over budget. All 3 of the bids submitted were very close in this range. We had a pre-award discussion with the contractor to determine why the cost was significantly higher. We determined that the relatively small size of the project and the detailed work that is required would have significantly increased the unit costs of the items versus a simpler or larger project. Since all 3 bids received were close, we feel that unless the scope of the work was significantly change that this price is valid.

Total cost breakdown:

Base bid:	\$155,690
Contingency:	\$14,310
Total BoC approval:	\$170,000

This is Project #17003.

BID NO. 17-021

CITY OF LAKEWOOD, OH  
KAUFFMAN PARK BLEACHER REPLACEMENT PROJECTBid Opening  
Nov. 20, 2017  
2:00 PM

BIDDER	Total Bid	Substitutions	B/B	Check	NCA
1) F. BUDDIE	\$ 168,935.00	NONE	✓		✓
2) NERONE & SONS	\$ 157,264.50	NONE	✓		✓
3) SCHIRMER CONSTRUCTION	\$ 155,690.00	NONE	✓		✓

**Anticipated Notice of Commencement is December 11, 2017****Project shall be substantially complete by May 1, 2018****Contract Admin/Inspection will be handled by outside firm, TBA****Engineer's Opinion of Probable Construction cost is \$106,750**

NOTE "D"

- a. Each Bidder is to list all Addenda issued prior to the openings of bids on the second page hereof. Failure to list all such Addenda may result in rejection of the bid.
- b. Each Bidder is cautioned to bid on the "Standards" specified and to enter on the "Substitution Sheet" all material, which the Bidder wishes to have considered for possible substitution.
- c. Each Bidder shall complete and sign the Bidder Qualification Statement, the MacBride Principles Disclosure Statement, and the Non-Collusion Affidavit attached hereto and incorporated herein.
- d. Each Bidder shall sign and have its insurance agent sign the Insurance Requirements Checklist.

NOTE "E" NON-COLLUSION AFFIDAVIT

State of OHIO, County of CUYAHOGA,

NICK IAFIGLIOLA (the "Affiant"), being first duly sworn according to law states:

1. Individual Only: That the Affiant is an individual doing business under the name of \_\_\_\_\_ in the City of NORTH OLMSTED, State of \_\_\_\_\_;  
LIMITED LIABILITY COMPANY (LLC)

~~Partnership Only~~: That the Affiant is the duly authorized representative of a partnership doing business under the name of SCHIRMER CONSTRUCTION LLC in the City of NORTH OLMSTED, State of OHIO;

Corporation Only: That the Affiant is the duly authorized, qualified and acting \_\_\_\_\_, of \_\_\_\_\_, a corporation organized and existing under the laws of the State of \_\_\_\_\_; and, that the Affiant of the partnership or corporation referred to above, as applicable, is filing herewith a bid to the City of Lakewood in conformity with the Contract Documents;

2. Corporation Only: Affiant further states that the following is a complete accurate list of the officers, directors and attorneys of the corporation:

President:	Vice President:
Secretary:	Treasurer:
Attorneys:	Directors:

and, that the following officers are dully authorized to execute contracts on behalf of the corporation: \_\_\_\_\_



Dec 19, 2017 2:49:23 PM EST

File Edit Commands Help

Print screen RION

Project 177003-Kauffman

Account types

Assets

Expenditures

Liabilities

Revenues

Encumbrances

Miscellaneous info

Pending transactions

Pre-encumbrances

Project detail balance

Project Information

Description: Kauffman Park Bleachers

Status: Active

Estimate: 95,000.00

Type: CP Capital Projects

Sub type: PK Parks Improvements

Start/stop dates: 1/01/2017 -

1st month of FY: 00

Source of funds:

Project Code

There are no user defined code fields for this project

Project Year-to-Date

FY: 2017	Balance	82,225.23
Budget:		95,000.00
Actual:		12,774.77
Unposted:		.00
Pre-encumbrance:		.00
Encumbrance:		.00
Pending:		.00

Project Life-to-Date

FY(s): 0000 - 9999	Balance	82,225.23
Budget:		95,000.00
Actual:		12,774.77
Unposted:		.00
Pre-encumbrance:		.00
Encumbrance:		.00
Pending:		.00

Print

Cancel

Exit

Next project

Previous proj...

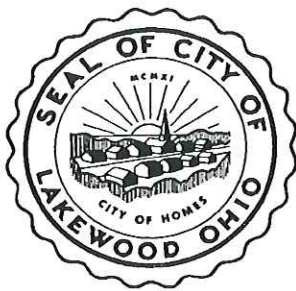
2016

2018

Project activit...

Change balan...

Account Number	Description	Budget	Actual
401-3010-470.84-10	Imps Other Than Bldgs / Parks	95,000.00	12,774
401-3010-470.84-70	Imps Other Than Bldgs / Sewer	.00	



12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-012

January 2, 2018

Board of Control  
City of Lakewood, Ohio 44107

**Subject: Award Contract – Uniform Purchase and Rental**

Dear Members of the Board:

Based on a review conducted by the Division of Purchasing in conjunction with the Department of Public Works, and the attached letter of recommendation, I am submitting for your consideration this request to award a requirement contract to Cintas Corporation in an amount not to exceed \$55,000 to provide Uniform Rental and Laundry Services and provision of Uniforms such as jackets, safety vests, and rain gear for the City's Public Works employees.

Uniform Purchase and Rental to be provided by Cintas Corp. through the rules established by U.S. Communities as authorized by Lakewood Codified Ordinances §111.04, allowing the City to purchase from agencies without the necessity of bidding.

Contracting Authority:	Ordinance 43-17 \$55,000
Contracting Balance:	\$55,000 / \$0
Funding:	Various Funds
Account Distribution:	XXX-XXXX-XXX-39-04 & 42-21
Contract Approved by Law:	Yes _____ / No _____ / PO _____ / C/C _____
Object Code:	Contractual Services
Commodity Code:	983-086
Bid Reference:	U.S. Communities

Kim Smith  
Purchasing Manager

	<u>Approved</u>	<u>Disapproved</u>	<u>Date</u>
Joseph J. Beno PE, Director of Public Works	_____	_____	_____
Kevin M. Butler, Director of Law	_____	_____	_____
Jennifer Pae, Director of Finance	_____	_____	_____
Michael P. Summers, Mayor	_____	_____	_____



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## MEMORANDUM

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**DATE:** January 1, 2018  
**TO:** Kim Smith  
**FROM:** Joe Beno  
**RE:** 2018 - 2021 Uniform Contract

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I am recommending the rental of uniform from Cintas for the Public Work employees. All department employees will now have rental uniforms through this program. Cintas is part of the US Communities purchasing program. This contract with Cintas will extend through June 2021.

The total cost of rental uniforms is anticipated to cost approximately \$40,000 annually. This is the total for all divisions and will be paid for from their individual 39-04 or 42-21 accounts

Departments will make additional purchases of items such as jackets, safety vests, and rain gear. I anticipate an additional \$25,000 could be spent on purchases from the 8 individual divisions.

I suggest approving the overall Cintas contract for \$75,000.



Location No. 011, STRONGSVILLEContract No. 4018

Customer No. \_\_\_\_\_

Date 11-10-17

## SPECIALTY APPAREL RENTAL SERVICE AGREEMENT

Customer CITY OF LAKEWOOD - MULTIPLE LOCATIONS (US COMMUNITIES) Phone (216) 529-6644Address 126500 DETROIT AVENUE City LAKEWOOD State OH Zip 44107

## SPECIALTY PRODUCT RENTAL PRICING:

Item #	Description	Non-Standard (Buy Back) item		Unit Price
		Yes	No	
	SEE APPENDUM "A" FOR UNIFORM PRICING AND LR PRICING			

- This agreement is effective as of the date of execution for a term of 42 months from date of installation.
- The additional charges listed below are subject to adjustment by Company effective upon notice to Customer, which notice may be in the form of an invoice.
- Name Emblem \$ 0.75 ea • Company Emblem \$ 1.50 ea
- Custom Emblem \$ 1.50 ea • Embroidery \$ 3.75 ea
- COD Terms \$ N/A per week charge for prior service (if Amount Due is Carried to Following Week)
- Credit Terms - Charge Payments due 10 Days After End of Month
- Automatic Lost Replacement Charge: Item 2160/2162 LRL % of Inventory 10% \$ 0.467 Ea.
- Automatic Lost Replacement Charge: Item LOCATIONS % of Inventory \_\_\_\_\_ \$ \_\_\_\_\_ Ea.
- Minimum Charge \$ 25.00 per delivery. (75% of the greater of the average of the first 4 weeks of invoicing or most recent 4 weeks of invoicing)
- Make-Up charge \$ 0.75 per garment.
- Non-Standard/Special Cut Garment (i.e., non-standard, non-stocked unusually small or large sizes, unusually short or long sleeve or length, etc.) premium \$ 0 per garment for coveralls/jackets per week and premium \$ \_\_\_\_\_ per garment for shirts/pants per week.
- Under no circumstances will the Company accept textiles bearing free liquid. Shop towels may not be used to clean up oil or solvent spills.
- Shop towel container \$ N/A per week.
- Artwork Charge for LogoMat \$ NIL
- Uniform Storage Lockers: \$ \_\_\_\_\_ ea/week, Laundry Lock-up: \$ \_\_\_\_\_ ea/week Shipping: \$ \_\_\_\_\_
- Service Charge \$ 0 per delivery.
- This Service Charge is used to help Company pay various fluctuating current and future costs including, but not limited to, costs directly or indirectly related to the environment, energy issues, service and delivery of goods and services, in addition to other miscellaneous costs incurred or that may be incurred in the future by Company.
- Size Change: Customer agrees to have employees measured by a Cintas representative using garment "size samples". A charge of \$ \_\_\_\_\_ per garment will be assessed for employees size changed within 4 weeks of add-on or installation.
- Uniform Advantage \$ 0.04 per garment. Premium Advantage \$ 0.08 per garment.
- Decline Uniform Advantage and Premium Advantage covers damaged garments needing to be replaced outside of normal wear. Uniform Advantage and Premium Advantage do not cover lost or unreturned garments. The customer or company may cancel Uniform Advantage and Premium Advantage at any time.
- Emblem Advantage \$ \_\_\_\_\_ per garment
- Emblem Advantage covers name and company emblems. The customer or company may cancel Emblem Advantage at any time.
- Makeup Advantage \$ \_\_\_\_\_ per garment
- Makeup Advantage covers all costs associated with barcoding and setup. The customer or company may cancel Makeup Advantage at any time.
- Other STREET, FLEET, PARKS, REFUSE, WATER, TREATMENT, WATER METER, WASTEWATER LOCATIONS

## FACILITY SERVICES PRODUCTS PRICING:

Bundle*	Item #	Description	Rental Freq.	Unit Price	Discount
	840XX	3X10 FLOOR MAT	W/EDW/M	3.047/4.571/6.08	✓
	844XX	4X6 FLOOR MAT	W/EDW/M	2.56/3.84/5.12	✓
	843XX	3X5 FLOOR MAT	W/EDW/M	2.073/3.11/4.14	✓
	2160/2162	SHOP TOWELS	WEEKLY	0.062	✓

B1 ☒ 11/10/17 Initial and check box if receiving Flame Resistant Garments

Date

B1 ☒ 11/10/17 Initial and check box if receiving Hi-Vis Garments

Date

/ ☐ \_\_\_\_\_ Initial and check box if Unlease. All garments will be cleaned by Customer.

Date

/ ☐ \_\_\_\_\_ Initial and check box if receiving Linen Service. Company may take periodic physical inventories of items in possession or under control of Customer

Date

/ ☐ \_\_\_\_\_ Initial and check box if receiving direct embroidery. If service is discontinued for any employee, or Customer deletes any of the garments with direct embroidery for any reason, or terminates this agreement for any reason or fails to renew this agreement, Customer will purchase all direct embroidered garments at the time they are removed from service at the then current replacement values.Customer is ☒ is not ☐ a federal, state or local government.Cintas Loc. No. 011, STRONGSVILLE

By \_\_\_\_\_

Title \_\_\_\_\_

CUSTOMER:

Please Sign Name Joseph J. BevoPlease Print Name JOSEPH J. BEVOPlease Print Title PUBLIC WORKS DIRECTOREmail: Joe.Bevo@LakewoodOH.NET

Approved As To Legal Form:

Joseph J. Bevo  
Director of Law, City of Lakewood

Accepted-GM: \_\_\_\_\_

Form Distribution: (1) White-Office

(2) Canary-Customer

(3) Pink-Corporate Office





## SPECIALTY APPAREL RENTAL SERVICE AGREEMENT

1. The customer, its successors and assigns ("Customer") orders from CINTAS CORPORATION or any of its subsidiaries, successors and assigns ("Company") all of the Customer's requirements of garment rental services and other items covered by this agreement during the term of this agreement all in accordance with the pricing, terms and conditions contained herein. Pricing is based on 52 weeks billing per rental item per year.
2. All garments and other rented items will be cleaned and maintained by Company and remain the property of the Company. Any garments that require replacement due to normal wear will be replaced by Company at no charge to Customer. If garment needs to be replaced outside of normal wear and tear, the customer will be charged the then current replacement value.
3. Customer agrees to notify Company, in writing of any hazardous materials, including lead, arsenic, hexavalent chromium and cadmium, that may be picked up by Company in the soiled garments or other textiles serviced under this agreement. In no case will hazardous materials be present to the extent that they may be harmful to Company's employees.
4. The weekly rental charge for any individual leaving the employ of Customer can be terminated, but only after all garments issued to that individual, or the current replacement value of same, have been returned or paid to Company. Any special products (i.e., logo mats, non-standard garments, non-standard facility services products, etc.) must be purchased by the customer if service is stopped for any reason. If items are lost or damaged by any means other than normal wear and tear, Customer will pay the then current replacement values for said items. Should Customer require garment sizes that are outside the standard size range, Customer agrees to pay the specific premium price for those items and sizes designated on page 1 of this agreement.
5. This agreement is effective as of the date of execution. ~~The initial term of this agreement shall be as set forth on the front of this agreement and shall automatically renew for the same period of time unless Company is notified, to the contrary, in writing, sixty (60) days in advance of the expiration of the then current term. Company has the right to increase prices. The Customer has the right to reject the price increase within ten (10) days of the notice. If Customer rejects the price increase, Company may terminate this agreement. If the customer receives discount pricing due to bundling of products/services, Customer acknowledges that discount is subject to Customer continuing the bundling of the product/services. Should customer discontinue bundling, pricing may be increased to the non-discounted price.~~ All invoices must be paid within ten days after the end of the month. Interest will accrue on any amounts which are not paid when due from the date due to the date of payment in full at an annual percentage rate equal to the lesser of (a) either percent 18% or (b) the maximum rate permitted by applicable law.
6. Customer hereby agrees to defend, indemnify and hold harmless Company from any claims and damages arising out of or associated with this agreement or resulting from Customer's or its employee's use of the garments. Further, customer releases Company from any and all liability that results or may result from the use of the garments. *Shall not be liable for*
7. Company guarantees to deliver the highest quality textile rental service at all times. Any complaints about the quality of the service which have not been resolved in the normal course of business must be sent by registered letter to Company's General Manager. If Company then fails to resolve any material complaint in a reasonable period of time, Customer may terminate this agreement provided all rental items are paid for at the then current replacement values or returned to Company in good and usable condition.
8. Any dispute or matter arising in connection with or relating to this agreement shall be resolved by binding and final arbitration under both the laws of the state where Customer is located and applicable federal laws providing for the enforcement of agreements to arbitrate disputes. Arbitration shall be administered by a single arbitrator selected by agreement of the parties. Any such dispute shall be determined on an individual basis, shall be considered unique as to its facts, and shall not be consolidated in any arbitration or other proceeding with any claim or controversy of any other party. The exclusive jurisdiction and forum for resolution of any such dispute shall lie in the state where the Customer is located.
9. Customer certifies that Company is in no way infringing upon any existing contract between Customer and any other service provider.
10. This agreement contains the entire agreement of the parties with respect to the subject matter of this agreement and supersedes all prior negotiations, agreements and understandings with respect thereto, including any terms and conditions set forth in subsequent Purchase Orders or other documents, in which case, the terms of this agreement shall control.
11. Company is a licensee and not the owner of the Carhartt trademarked products. If Company should no longer have such license, then Company will substitute the Carhartt trademarked garments with garments of similar material and quality.
12. For flame resistant garments, Customer bears full responsibility for selecting the fabrics under this agreement. Customer acknowledges that Company has made no warranty, or covenant with respect to the flame-resistant qualities of the fabrics or garments or with respect to the fitness or suitability of the fabrics or garments for this purpose. Customer acknowledges that numerous manufacturers market fabrics represented to be flame-resistant. Company makes no independent representation as to the flame-resistant qualities of the fabric selected by Customer as compared to other available fabrics or fabrics which may become available in the future. Customer agrees to notify all employees of Customer who will be wearing the flame-resistant garments that the garments are not designed for long term high heat exposure or for use around open flames and that no representation is made as to the garment's ability to protect users from injury or death.
13. For high visibility garments, Customer bears sole responsibility for: (a) determining the level of visibility needed by wearers of the garments for their specific work conditions or uses; (b) identifying and selecting which garments meet the required level of visibility for any particular work conditions or uses; and (c) determining when garments require repair or replacement to meet the required level of visibility. If garment needs to be replaced outside of normal wear and tear, the customer will be charged the then current replacement value. Customer acknowledges and understands that the garments alone do not ensure visibility of the wearer. Customer further acknowledges that Company is relying upon Customer to determine whether any garments need repair or replacement to maintain the required level of visibility. Company represents only that the garments supplied satisfy certain ANSI/ISEA standards to the extent the garments are so labeled. Customer acknowledges that Company has made no other representations, covenants or warranties whether express or implied, related to the garments.
14. Additional customer employees, products and services may be added to this agreement and shall automatically become a part of and subject to the terms of this agreement, and subject to all of its provisions. If this agreement is terminated early, the parties agree that the damages sustained by Company will be substantial and difficult to ascertain. Therefore, if this agreement is terminated by Customer prior to the applicable expiration date for any reasons other than documented quality of service reasons which are not cured as set forth above, or terminated by Company for cause at any time, Customer will pay to Company, as liquidated damages and not as a penalty, the greater of 50% of the average weekly invoice total multiplied by the number of weeks remaining in the unexpired term, or buy back all garments and other products allocated to Customer at the then current replacement values. Customer shall also be responsible for any unpaid charges on Customer's account prior to termination.
15. This agreement may not be modified, amended or supplemented except in writing signed by an authorized representative of Company, provided, however, if a Federal, state or local governmental body or its representative is a party to this agreement, the proposed modification, amendment or supplement must be in a writing signed by a President or Senior Vice President of Company.
16. This agreement shall be governed by and construed in accordance with the laws of the state of Ohio, without reference to the principles of conflicts of laws, except that the United Nations Convention on Contracts for the International Sale of Goods shall be expressly excluded.





Addendum "A" between Cintas and the City of Lakewood for the service agreement signed on 11/10/17.

### Uniform Pricing

Item #	Description	<i>for week</i> Unit Price	LR Price
330	100% Cotton Work Shirt	\$0.177	\$15.00
340	100% Cotton Work Pant	\$0.181	\$16.00
677	Comfort Elastic Work Jacket	\$0.55	\$15.00
970	Comfort Collar Work Jacket	\$0.55	\$15.00
929	Comfort Shop Coat	\$0.286	\$15.00
935	Comfort Work Shirt	\$0.14	\$10.00
945	Comfort Work Pant	\$0.145	\$12.00
948	Jean Style Comfort Work Pant	\$0.145	\$12.14
270	Comfort Cargo Pant	\$0.18	\$16.00
912	Comfort Coverall	\$0.286	\$15.00
394	Cintas Brand Jean	\$0.20	\$18.00
381	Carhart 5 Pocket Jean	\$0.30	\$22.00
382	Carhart Carpenter Jean	\$0.30	\$22.00
65386	Hi Visibility Ansi 2 Yellow Work Shirt	\$0.36	\$29.00
370	Cargo Short	\$0.16	\$14.00
66275/275	Dry Fit Polo Shirt	\$0.30	\$19.00
80501	Hi Visibility Ansi 2 Yellow Jacket	\$0.80 <i>41.6</i>	\$50.00
	Jacket Liner	\$0.00	\$12.00

Cintas Corporation

8221 Dow Circle East

Strongsville, Ohio 44136

Name \_\_\_\_\_

Date \_\_\_\_\_

City of Lakewood

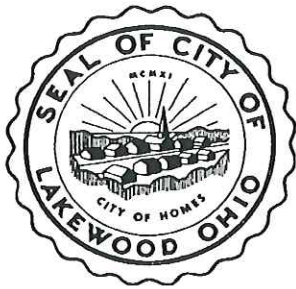
12650 Detroit Avenue

Lakewood, Ohio 44107

Name *[Signature]*

Date 11/10/17





12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-013

January 2, 2018

Board of Control  
City of Lakewood, Ohio 44107

**Subject: Award Contract – Desktop Delivery of Office & Computer Supplies**

Dear Members of the Board:

Based on a review conducted by the Department of Finance, in conjunction with the Division of Purchasing, I am submitting for your consideration this request to award a requirement contract with Independence Business Supply in an amount not to exceed \$55,000 to provide Desktop Delivery Service of Office and Computer Supplies, including Copy Paper for Fiscal Year 2018.

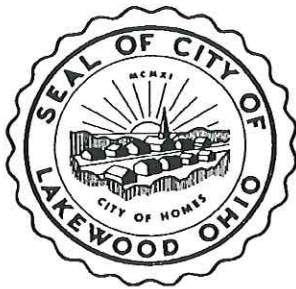
Desktop Delivery of Office & Computer Supplies and Copy Paper will be purchased through the rules established by Sourcing Alliance as authorized by Codified Ordinance §111.04, allowing the City to purchase from agencies without the necessity bidding. (*Spent \$36,800 in 2017*)

Contracting Authority:	Ordinance 43-17 \$65,000
Contracting Balance:	\$65,000 / \$10,000
Funding:	Various Funds
Account Distribution:	xxx-xxxx-xxx-41-01, 41-05 & 41-07
Contract Approved by Law:	Yes ____ / No ____ / PO ____ / C/C ____
Object Code:	Office & Computer Supplies
Commodity Code:	615-000 & 207-000
Bid Reference:	Sourcing Alliance

  
Kim Smith  
Purchasing Manager

	<u>Approved</u>	<u>Disapproved</u>	<u>Date</u>
Joseph J. Beno PE, Director of Public Works	_____	_____	_____
Kevin M. Butler, Director of Law	_____	_____	_____
Jennifer Pae, Director of Finance	_____	_____	_____
Michael P. Summers, Mayor	_____	_____	_____





12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-014

January 2, 2018

Board of Control  
City of Lakewood, Ohio 44107

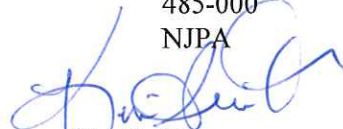
**Subject: Award Contract – Purchase & Delivery of Janitorial Supplies**

Dear Members of the Board:

Based on a review conducted by the Department of Public Works, Division of Parks & Public Property, and in conjunction with the Division of Purchasing, I am submitting for your consideration this request to award a requirement contract to W.B. Mason in the amount of \$40,000 for the Purchase & Delivery of Janitorial Supplies for Fiscal Year 2018.

Janitorial Supplies will be purchased through National Joint Powers Alliance (NJPA) as authorized by Lakewood Codified Ordinances §111.04, allowing the City to purchase from agencies without the necessity bidding.  
(Spent \$31,274 in 2017)

Contracting Authority:	Ordinance 43-17 \$50,000
Contracting Balance:	\$50,000 / \$10,000
Funding:	Various Funds
Account Distribution:	XXX-XXXX-XXX-42-03
Contract Approved by Law:	Yes _____ / No _____ / PO _____ / C/C _____
Object Code:	Janitorial Supplies
Commodity Code:	485-000
Bid Reference:	NJPA

  
Kim Smith  
Purchasing Manager

	<u>Approved</u>	<u>Disapproved</u>	<u>Date</u>
Joseph J. Beno PE, Director of Public Works	_____	_____	_____
Kevin M. Butler, Director of Law	_____	_____	_____
Jennifer Pae, Director of Finance	_____	_____	_____
Michael P. Summers, Mayor	_____	_____	_____





READ & REFERRED TO THE FINANCE COMMITTEE  
11/20/17. SECOND READING 12/4/17.

ORDINANCE NO: 43-17

BY: Anderson, Bullock, Litten, Marx,  
Nowlin, O'Leary, O'Malley.

AN ORDINANCE to take effect immediately provided it receives the affirmative vote of at least five (5) members of Council otherwise, it shall take effect and be in force after the earliest period allowed by law, authorizing the Mayor (Director of Public Safety), the Director of Public Works, the Director of Law, the Director of Finance, and/or the Purchasing Manager to enter into contracts for professional services, and to advertise for bids and enter into contracts for the purchase of repair maintenance and operating supplies, services and equipment as authorized by the 2018 Appropriation Ordinance and the Administrative Code of the City of Lakewood with the lowest and best bidder or as otherwise provided by law.

WHEREAS, this Council desires to provide the authorization to the Mayor (Director of Public Safety), the Director of Public Works, the Director of Law, the Director of Finance, and/or the Purchasing Manager to enter into contracts for professional services, and to advertise for bids and enter into contracts for the purchase of repair maintenance and operating supplies, services and equipment as authorized by the 2018 Appropriation Ordinance and the Administrative Code of the City of Lakewood with the lowest and best bidder or bidders or as otherwise provided by law; and

WHEREAS, this Council by a vote of at least five (5) of its members determines that this ordinance is an emergency measure, and that this ordinance shall take effect at the earliest date possible as set forth in Article III, Sections 10 and 13 of the Second Amended Charter of the City of Lakewood, and that it is necessary for the immediate preservation of the public peace, property, health and safety, and to provide for the usual daily operation of municipal departments in that delay could impair the City's ability to provide necessary services in a timely manner for fiscal year 2018, now, therefore,

#### BE IT ORDAINED BY THE CITY OF LAKEWOOD, STATE OF OHIO

Section 1. That the Mayor (Director of Public Safety), the Director of Public Works, the Director of Law, the Director of Finance, and/or the Purchasing Manager be and are hereby authorized and directed to enter into a contract or contracts for supplies, services and equipment with the lowest and best bidder or bidders or as otherwise provided by law, as follows:

Professional services contracts included in the 2018 Budget are as follows:

1) Legal Services.....	225,000
2) Recodification of Ordinances.....	12,500
3) Financial Audit.....	75,000
4) Hospitalization and Health Care Benefit Consulting Services.....	40,000

5) Consultant for Workers Compensation.....	30,000
6) Risk Management Consulting Services.....	15,000
7) Healthcare, Physicals, Drug & Alcohol Testing.....	25,000
8) Employee Assistance Program.....	15,000
9) Supervisor / Manager / Employee Training.....	125,000
10) Exams for Classified Positions.....	75,000
11) Housing and Building Plans Examinations.....	75,000
12) Lakewood Jail Medical Services.....	50,000
13) Band Concerts.....	15,000
14) Municipal Engineering Consultant.....	80,000
15) Debt Issuance Costs.....	100,000
16) Integrated Wet Weather Plan Professional Services.....	750,000
17) Administrative Professional Services.....	300,000
18) Professional Services related to Lakewood Hospital.....	500,000
<b>Sub-Total.....</b>	<b>\$2,507,500</b>

Services contracts included in the 2018 Budget are as follows:

1) Government Agreements (WEB).....	115,000
2) Government Agreements (ad of Ed/Pools).....	800,000
3) Financial Institution Service Charges.....	60,000
4) Electronic Payment Services.....	250,000
5) Property & Liability Insurance Contracts.....	500,000
6) Workers' Comp Stop Loss Insurance.....	90,000
7) Life Insurance.....	20,000
8) Hospitalization and Health Care Benefit Services.....	8,500,000
9) Medical Claims Billing Service.....	100,000
10) Sentenced Prisoners Full Jail Service.....	200,000
11) Home Delivered Meals.....	47,500
12) Distribution System Leak Survey.....	25,000
13) Disposal of Screenings and Grit (WWTP).....	10,000
14) Excavation Spoils Removal.....	100,000
15) Roll of Box for Street Sweeping.....	60,000
16) Solid Waste Disposal Site.....	900,000
17) Organic Waste Disposal.....	30,000
18) Waste Collections - Condominiums.....	105,000
19) Biosolids Disposal.....	105,000
20) Roll-Off Box for Construction Debris.....	65,000
21) Site to Receive & Process Yard Waste.....	45,000
22) Lab Analysis Service.....	25,000
23) Citywide Computer Hrdwr Op. Sys., & Software Maint Contracts.....	550,000
24) Communications Services.....	100,000
25) Water Meter Program Maintenance.....	25,000
26) Telephone Service.....	95,000



27) Cellular Phone Service.....	250,000
28) HVAC Maintenance.....	125,000
29) Elevator Maintenance.....	25,000
30) Fire Alarm Maintenance.....	50,000
31) Copier Maintenance Service.....	25,000
32) Postage, Mailing Services, Equipment Lease/Maintenance.....	250,000
33) Rental and Laundry of Uniforms.....	35,000
34) Advertising.....	30,000
35) Printing Services.....	165,000
36) CRIS/LEADS Fees.....	20,000
37) Parking Citation Billing Service.....	50,000
38) Fireworks Display.....	40,000
39) Transportation Services.....	65,000
Sub-Total.....	\$14,052,500

Materials, supplies, and equipment authorized for purchase under the 2018 Budget are as follows:

1) Sand and Aggregate.....	45,000
2) Concrete Supplies.....	50,000
3) Asphalt Materials.....	50,000
4) Asphalt Cold Patch.....	25,000
5) Crack Sealant.....	40,000
6) Road Salt (Sodium Chloride).....	300,000
7) Fire Hydrants, Sewer and Water Appurtenances.....	100,000
8) Water Meter Supplies & Materials.....	40,000
9) Sign Shop-Supplies, Blanks & Reflective Material.....	195,000
10) Polymer Flocculants.....	30,000
11) Wastewater Treatment Chemicals.....	125,000
12) Tires and Road Service.....	85,000
13) Automotive Repairs, Parts and Supplies.....	600,000
14) Oil and Lubricants.....	40,000
15) Fuel (Gasoline and Diesel).....	500,000
16) Purchase of Uniforms and Gear - Public Works.....	20,000
17) Electrical Supplies.....	50,000
18) Hardware Supplies.....	45,000
19) Janitorial Supplies.....	50,000
20) Landscape Materials.....	30,000
21) Lumber Supplies.....	100,000
22) Plumbing Supplies.....	40,000
23) Pool Supplies - Chemicals.....	45,000
24) Small Tools and Equipment.....	130,000
25) Prisoner Food Supplies.....	35,000
26) Purchase Uniforms & Gear - Safety Forces.....	75,000

27) Ammunition.....	30,000
28) Office Supplies.....	40,000
29) Computer Supplies.....	10,000
30) Computer Software.....	45,000
31) Communications Equipment.....	75,000
32) Paper Supplies.....	15,000
33) Lease Copier Equipment.....	35,000
34) Subscriptions/Publications.....	30,000
35) Reforestation.....	200,000
36) Police Operating Equipment.....	150,000
37) Fire/EMS Operating Equipment.....	150,000
38) Waste Water Treatment Plant Operating Equipment.....	100,000
39) Fitness Equipment/Devices.....	30,000
Sub-Total.....	\$3,755,000
Total.....	\$20,315,000

Section 2. That, contracts for supplies, services and equipment in excess of \$7,500 and for professional services in excess of \$5,000 shall not be awarded except as approved herein or further approved by Resolution of Council.

Section 3. It is found and determined that all formal actions of this Council concerning and relating to the passage of this ordinance were adopted in an open meeting of this Council, and that all such deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements.


Section 4. This ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety and welfare in the City and for the usual daily operation of the City for the reasons set forth and defined in the preamble, and provided it receives the affirmative vote of at least five (5) members of Council, this ordinance shall take effect and be in force immediately upon its adoption by the Council and approval by the Mayor otherwise, it shall take effect and be in force after the earliest period allowed by law.

Adopted: December 14, 2017

  
President

  
Clerk

Approved: December 20, 2017

  
Mayor

READ & REFERRED TO THE FINANCE COMMITTEE  
11/20/17. SECOND READING 12/4/17.

ORDINANCE NO. 57-17

BY: Anderson, Bullock, Litten, Marx, Nowlin,  
O'Leary, O'Malley.

AN ORDINANCE to take effect immediately provided it receives the affirmative vote of at least five (5) members of Council, or otherwise to take effect and be in force after the earliest period allowed by law, authorizing and directing the Mayor (Director of Public Safety), the Director of Public Works, the Director of Law, the Director of Finance, and/or the Purchasing Manager to advertise for bid and enter into a contract with the lowest and best bidder in accordance with the Administrative Code of the City of Lakewood for Buildings & Facilities Improvements in accordance with the Administrative Code of the City of Lakewood, contracts not to exceed the specified amounts shown without separate resolution of Council.

WHEREAS, this Council by a vote of at least five (5) of its members determines that this ordinance is an emergency measure, and that this ordinance shall take effect at the earliest date possible as set forth in Article III, Sections 10 and 13 of the Second Amended Charter of the City of Lakewood, and that it is necessary for the immediate preservation of the public peace, property, health and safety, and to provide for the usual daily operation of municipal departments in that certain capital improvements projects are to be undertaken beginning on or after January 1, 2018 in accordance with the Capital Improvement Plan for fiscal year 2018; now, therefore

#### BE IT ORDAINED BY THE CITY OF LAKEWOOD, OHIO:

Section 1. That the Mayor (Director of Public Safety), the Director of Public Works, the Director of Law, the Director of Finance, and/or the Purchasing Manager is hereby authorized and directed to engage architectural and/or engineering firms to provide professional services for the design, preparation of specifications, construction inspection, contract administration and to advertise for bids and enter into a contract with the lowest and best bidder in accordance with the Administrative Code of the City of Lakewood, for the following Infrastructure Improvements, contracts not to exceed the specified amounts shown, except as hereinafter provided:

Buildings & Facilities Improvements \$1,100,000

Section 2. That the Mayor (Director of Public Safety), the Director of Public Works, the Director of Law, the Director of Finance, and/or the Purchasing Manager is hereby authorized and directed to enter into contracts as set forth above in amounts not to exceed the specified amounts without further action from Council; and to enter into contracts in excess of specified amounts only upon consent of Council evidenced by adoption of a resolution specifying the authorized amount.

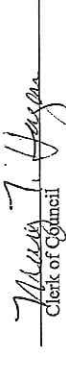
Section 3. It is found and determined that all formal actions of this Council concerning and relating to the passage of this ordinance were adopted in an open meeting of this Council,

and that all such deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements.


Section 4. This ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety and welfare in the City and for the usual daily operation of the City for the reasons set forth and defined in the preamble, and provided it receives the affirmative vote of at least five (5) members of Council, this ordinance shall take effect and be in force immediately upon its adoption by the Council and approval by the Mayor otherwise, it shall take effect and be in force after the earliest period allowed by law.

Adopted: December 18, 2017

  
President of Council

  
Clerk of Council

Approved: December 20, 2017

  
Mayor



READ & REFERRED TO THE FINANCE COMMITTEE  
11/20/17. SECOND READING 12/4/17.

ORDINANCE NO. 52-17

BY: Anderson, Bullock, Litten, Marx,  
Nowlin, O'Leary, O'Malley.

AN ORDINANCE to take effect immediately provided it receives the affirmative vote of at least five (5) members of Council, or otherwise to take effect and be in force after the earliest period allowed by law, authorizing and directing the Mayor (Director of Public Safety), the Director of Public Works, the Director of Law, the Director of Finance, and/or the Purchasing Manager to advertise for bid and enter into a contract with the lowest and best bidder in accordance with the Administrative Code of the City of Lakewood for the purchase of Vehicles, Machinery and Equipment in accordance with the Administrative Code of the City of Lakewood, contracts not to exceed the specified amounts shown without separate resolution of Council.

WHEREAS, this Council by a vote of at least five (5) of its members determines that this ordinance is an emergency measure, and that this ordinance shall take effect at the earliest date possible as set forth in Article III, Sections 10 and 13 of the Second Amended Charter of the City of Lakewood, and that it is necessary for the immediate preservation of the public peace, property, health and safety, and to provide for the usual daily operation of municipal departments in that certain capital improvements projects are to be undertaken beginning on or after January 1, 2018 in accordance with the Capital Improvement Plan for fiscal year 2018; now, therefore

BE IT ORDAINED BY THE CITY OF LAKEWOOD, OHIO:

Section 1. That the Mayor (Director of Public Safety), the Director of Public Works, and the Director of Finance are hereby authorized and directed to advertise for bids and enter into a contract with the lowest and best bidder in accordance with the Administrative Code of the City of Lakewood, for the following vehicles and equipment, contracts not to exceed the specified amounts shown, except as hereinafter provided:

Vehicles, Machinery and Equipment	\$3,000,000
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Section 2. That the Mayor (Director of Public Safety), the Director of Public Works, the Director of Law, the Director of Finance, and/or the Purchasing Manager is hereby authorized and directed to enter into contracts as set forth above in amounts not to exceed the specified amounts without further action from Council; and to enter into contracts in excess of specified amounts only upon consent of Council evidenced by adoption of a resolution specifying the authorized amount.


Section 3. It is found and determined that all formal actions of this Council concerning and relating to the passage of this ordinance were adopted in an open meeting of this Council,

and that all such deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements.

Section 4. This ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety and welfare in the City and for the usual daily operation of the City for the reasons set forth and defined in the preamble, and provided it receives the affirmative vote of at least five (5) members of Council, this ordinance shall take effect and be in force immediately upon its adoption by the Council and approval by the Mayor otherwise, it shall take effect and be in force after the earliest period allowed by law.

Adopted: December 18, 2017

  
President of Council

  
Clerk of Council

Approved: December 20 2017

  
Mayor



READ & REFERRED TO THE FINANCE COMMITTEE  
11/20/17. SECOND READING 12/4/17.

ORDINANCE NO. 54-17: BY: Anderson, Bullock, Litten, Marx, Nowlin,  
O'Leary, O'Malley.

AN ORDINANCE to take effect immediately provided it receives the affirmative vote of at least five (5) members of Council, or otherwise to take effect and be in force after the earliest period allowed by law, authorizing and directing the Mayor (Director of Public Safety), the Director of Public Works, the Director of Law, the Director of Finance, and/or the Purchasing Manager to advertise for bid and enter into a contract with the lowest and best bidder in accordance with the Administrative Code of the City of Lakewood for Parks & Pools Improvements in accordance with the Administrative Code of the City of Lakewood, contracts not to exceed the specified amounts shown without separate resolution of Council.

WHEREAS, this Council by a vote of at least five (5) of its members determines that this ordinance is an emergency measure, and that this ordinance shall take effect at the earliest date possible as set forth in Article III, Sections 10 and 13 of the Second Amended Charter of the City of Lakewood, and that it is necessary for the immediate preservation of the public peace, property, health and safety, and to provide for the usual daily operation of municipal departments in that certain capital improvements projects are to be undertaken beginning on or after January 1, 2018 in accordance with the Capital Improvement Plan for fiscal year 2018; now, therefore

#### BE IT ORDAINED BY THE CITY OF LAKEWOOD, OHIO:

Section 1. That the Mayor (Director of Public Safety), the Director of Public Works, the Director of Law, the Director of Finance, and/or the Purchasing Manager is hereby authorized and directed to engage architectural and/or engineering firms to provide professional services for the design, preparation of specifications, construction inspection, contract administration and to advertise for bids and enter into a contract with the lowest and best bidder in accordance with the Administrative Code of the City of Lakewood, for the following Infrastructure Improvements, contracts not to exceed the specified amounts shown, except as hereinafter provided:

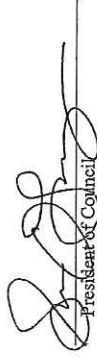
Parks & Pools Improvement \$750,000

Section 2. That the Mayor (Director of Public Safety), the Director of Public Works, the Director of Law, the Director of Finance, and/or the Purchasing Manager is hereby authorized and directed to enter into contracts as set forth above in amounts not to exceed the specified amounts without further action from Council; and to enter into contracts in excess of specified amounts only upon consent of Council evidenced by adoption of a resolution specifying the authorized amount.

Section 3. It is found and determined that all formal actions of this Council concerning and relating to the passage of this ordinance were adopted in an open meeting of this Council, and that all such deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements.

Section 4. This ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety and welfare in the City and for the usual daily operation of the City for the reasons set forth and defined in the preamble, and provided it receives the affirmative vote of at least five (5) members of Council, this ordinance shall take effect and be in force immediately upon its adoption by the Council and approval by the Mayor otherwise, it shall take effect and be in force after the earliest period allowed by law.

Adopted: December 14, 2017

  
President of Council

  
Clerk of Council

  
Mayor

Approved: December 20, 2017